

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D. C. 20250

January 7, 1976

SECRETARY'S MEMORANDUM NO. 1890

USDA Program for Environmental Quality

1. PURPOSE. The purpose of this memorandum is to reconfirm the Department of Agriculture's program to encourage and direct meaningful action to protect and improve the quality of the environment while maintaining and developing the productive capacity necessary to provide essential agricultural goods and services; and to set forth a system for managing and coordinating related environmental activities that cross agency lines.
2. BACKGROUND. The Department of Agriculture has the prime responsibility of encouraging the sufficient and efficient production of food, fiber and forest products for the public welfare. This responsibility is carried out in cooperation with state and local governments and the private sector through programs of research, education and technical and financial assistance applicable to all lands, including the management of national forest lands.

The implementation of USDA programs related to these responsibilities vitally affects all facets of man and the environment. The quality of the environment has been and continues to be of national and international concern. The Congress has authorized and/or mandated many programs over the past several years to improve our environment. The Department has in the past administered many of these programs and has reflected its continuing concern, and the concern of the general public, in its attention to environmental impacts of these programs.
3. POLICY. The Department of Agriculture recognizes that the activities associated with agriculture and forestry and the quality of the environment cannot and should not be separated. It is, therefore, the policy of this Department, while pursuing its basic agricultural and forestry responsibilities of insuring adequate supplies of food and fiber, to support programs which encourage favorable and responsible relationships between man and the environment; to encourage meaningful efforts to prevent, control and abate environmental pollution; and to support the development of programs to enrich the understanding, protection and development of ecological systems and conservation of natural resources important to the well being of the nation.
4. PROGRAM. The USDA Program is designed to provide leadership and coordination as needed within the Department of Agriculture for all programs on environ-

ENVIRONMENT

SECRETARY'S MEMORANDUM

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2. BACKGROUND. The Department of Agriculture has the prime responsibility of encouraging the sufficient and efficient production of food, fiber and forest products for the public welfare. This responsibility is carried out in cooperation with state and local governments and the private sector through programs of research, education and technical and financial assistance applicable to all lands, including the management of national forest lands.

The implementation of USDA programs related to these responsibilities vitally affects all facets of man and the environment. The quality of the environment has been and continues to be of national and international concern. The Congress has authorized and/or mandated many programs over the past several years to improve our environment. The Department has in the past administered many of these programs and has reflected its continuing concern, and the concern of the general public, in its attention to environmental impacts of these programs.

3. POLICY. The Department of Agriculture recognizes that the activities associated with agriculture and forestry and the quality of the environment cannot and should not be separated. It is, therefore, the policy of this Department, while pursuing its basic agricultural and forestry responsibilities of insuring adequate supplies of food and fiber, to support programs which encourage a favorable and responsible relationship between man and the environment; to encourage meaningful efforts to prevent, control and abate environmental pollution; and to support the development of programs to enrich the understanding, production and development of ecological systems and conservation of natural resources important to the well being of the nation.

4. PROGRAM. The USDA Program is designed to provide leadership and coordination as needed within the Department of Agriculture for all programs or environ-

mental matters impacting on the people, the land, water and air, and the renewable resources.

To accomplish this goal it is necessary to coordinate the related environmental activities of a number of USDA agencies in the areas of research, development, education, control, regulatory including quarantine, technical and financial assistance, contracts, grants and agreements and the management of land and other facilities under the jurisdiction of the Department including national forest system lands.

Other Departments and non-USDA agencies have major responsibilities for environmental matters. The Program includes the encouragement of close working relationships between participating agencies and the necessary coordination to insure that USDA activities are integrated into the overall national program for environmental quality.

5. IMPLEMENTATION. USDA's Program for Environmental Quality has three basic elements as noted on the attached chart:

- (a) The Environmental Quality Executive Committee established in Secretary's Memorandum 1695, Supplement 2, Revised, is hereby renamed the Environmental Quality Committee with modified responsibilities and additional support.

Structure. The Committee is comprised of the administrators of AMS, APHIS, ARS, ASCS, CSRS, ERS, ES, FS, REA, SCS, SRS, the Environmental Coordinator and the USDA Representative on EPA's Administrator's Pesticide Advisory Committee. Associate members from the Staff Offices such as the Office of General Counsel, Office of Management and Finance, Office of Operations, Office of Intergovernmental Affairs, Office of Legislative Affairs, etc., participate upon request of the Chairman. The Assistant Secretary for Conservation, Research and Education serves as Chairman and the Assistant Secretary for Marketing and Consumer Services serves as Vice Chairman. The Executive Secretary is designated by the Chairman.

Function. The primary function of this standing committee is to provide recommendations with respect to the Departmental policies, strategies, and legislative actions on environmental matters, (covering both multi-agency programs and cooperative efforts) with other Federal, State and local organizations. It also, as appropriate, identifies needs and provides necessary resources for estimates of technical and economic impacts of envisioned changes in government regulations and policies relating to the environment which impact on agriculture.

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2. IMPLEMENTATION. USDA's Program for Environmental Quality has three basic elements as noted on the attached chart:

(a) The Environmental Quality Executive Committee established in Secretary's Memorandum 1055, Supplement 2, Revised, is hereby renamed the Environmental Quality Committee with modified responsibilities and additional support.

Structure. The Committee is comprised of the administrators of ARS, APHIS, ARS, ASCS, CARS, ERS, ES, FS, REA, SCS, SRS, and Environmental Coordinator and the USDA Representative on EPA's Administrator's Pesticide Advisory Committee. Associate members from the Staff Offices such as the Office of General Counsel, Office of Management and Finance, Office of Operations, Office of Intergovernmental Affairs, Office of Legislative Affairs, etc., participate upon request of the Chairman. The Assistant Secretary for Conservation, Research and Education serves as Chairman and the Assistant Secretary for Marketing and Consumer Services serves as Vice Chairman. The Executive Secretary is designated by the Chairman.

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- (b) The Environmental Coordinator reports directly to the Assistant Secretary for Conservation, Research and Education. Current functions and responsibilities are retained.

Structure. The Environmental Coordinator is assisted by an Associate Coordinator who acts in his absence and is responsible for special projects, a Coordinator for Pesticides, a Coordinator for Land, Water and Air Resources and Solid Wastes and such additional personnel as determined by the Assistant Secretary for Conservation, Research and Education. Staff and technical support is available from participating organizations.

Function. The primary functions are to provide leadership in coordinating the development of the Department's responses on environmental issues impacting on agriculture; promote relationships and express Departmental viewpoints with other Federal Departments on environmental matters; provide leadership in national and international actions and forums on the environment and afford a focal point in the Department for contacts by public and private organizations involved with or concerned about the environment and U.S. agriculture.

- (c) Work Groups will be established as necessary to support the Environmental Coordinator in such areas as pest management, pesticides, water quality, solid waste, air quality, land, food safety, etc. The responsibility for formation and dissolution of these work groups will reside with the Environmental Coordinator with the approval of the Chairman or Vice Chairman of the Environmental Quality Committee. The work groups will be chaired by the Environmental Coordinator, his staff, or a person appointed by the Environmental Coordinator.

Structure. The Work Groups will be comprised of individual members designated by participating agency administrators at the request of the Environmental Coordinator. Members will provide or arrange for staff assistance for the Group as may be needed. Each member shall participate fully in Group activities and have authority to speak for their agency on environmental matters.

Function. To provide and coordinate the technical expertise and knowledge from the agencies in formulating recommendations for Departmental positions on environmental matters relating to or affecting Agriculture. They will also recommend priorities for making estimates of technical and economic impacts, timetables for completing them, and division of labor to accomplish the tasks.

The Assistant Secretary for Conservation, Research and Education shall periodically advise the Secretary of the status of the Program and bring to his attention any major problems or policy issues.

Other agencies of the Department or non-USDA members of the Agricultural community in general may be asked to advise or participate regarding significant environmental matters on an as needed basis.

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This memorandum supersedes:

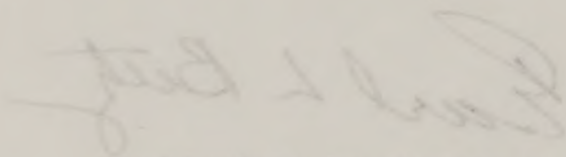
- Secretary's Memorandum No. 1695, Supplement 2, Revised of March 28, 1974.
- Secretary's Memorandum No. 1695, Supplement 6 of April 6, 1972.
- Secretary's Memorandum No. 1695, Supplement 6, Revised of February 8, 1974.
- Secretary's Memorandum No. 1766 of February 2, 1972.
- Secretary's Memorandum No. 1799 of February 1, 1973.

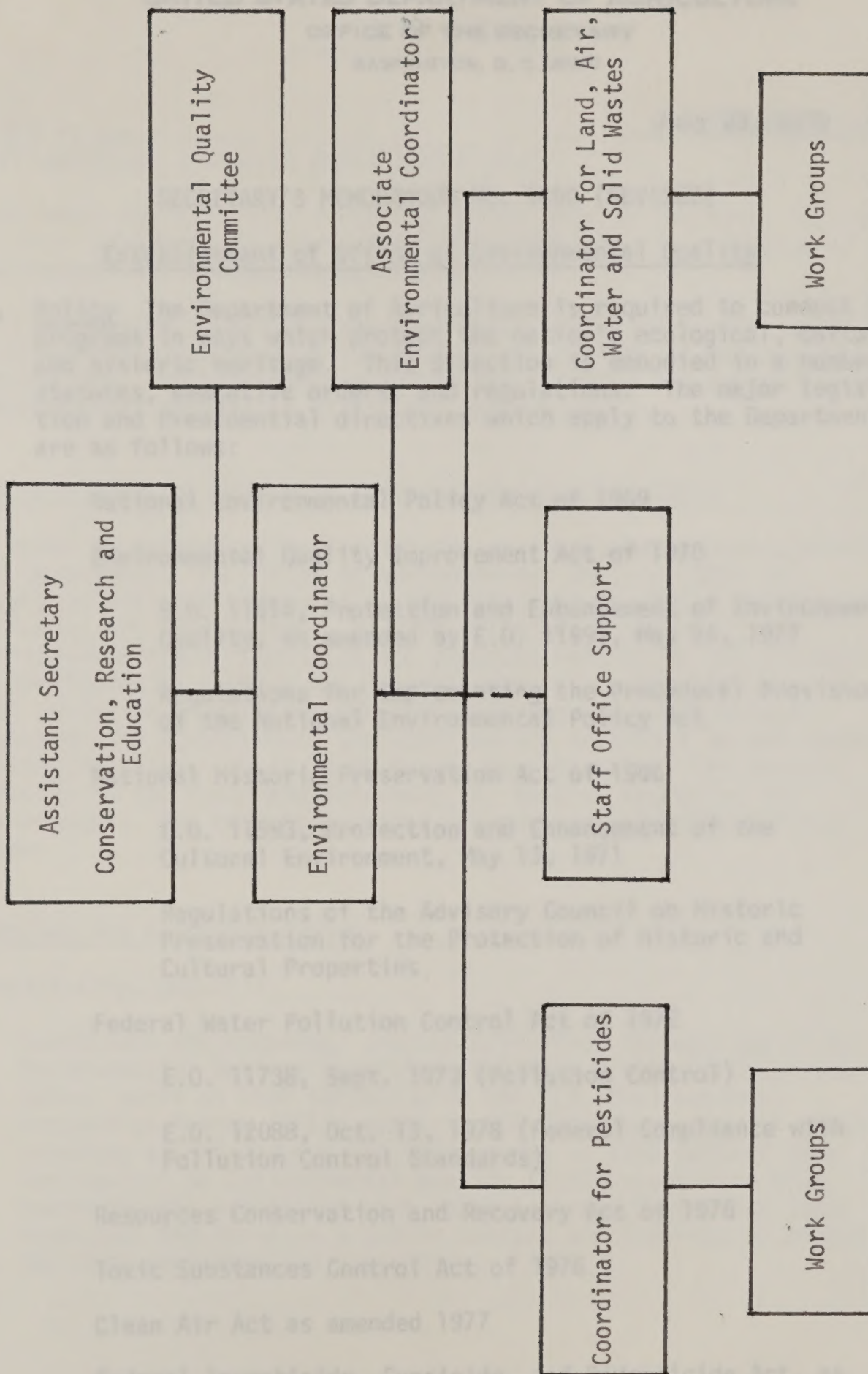
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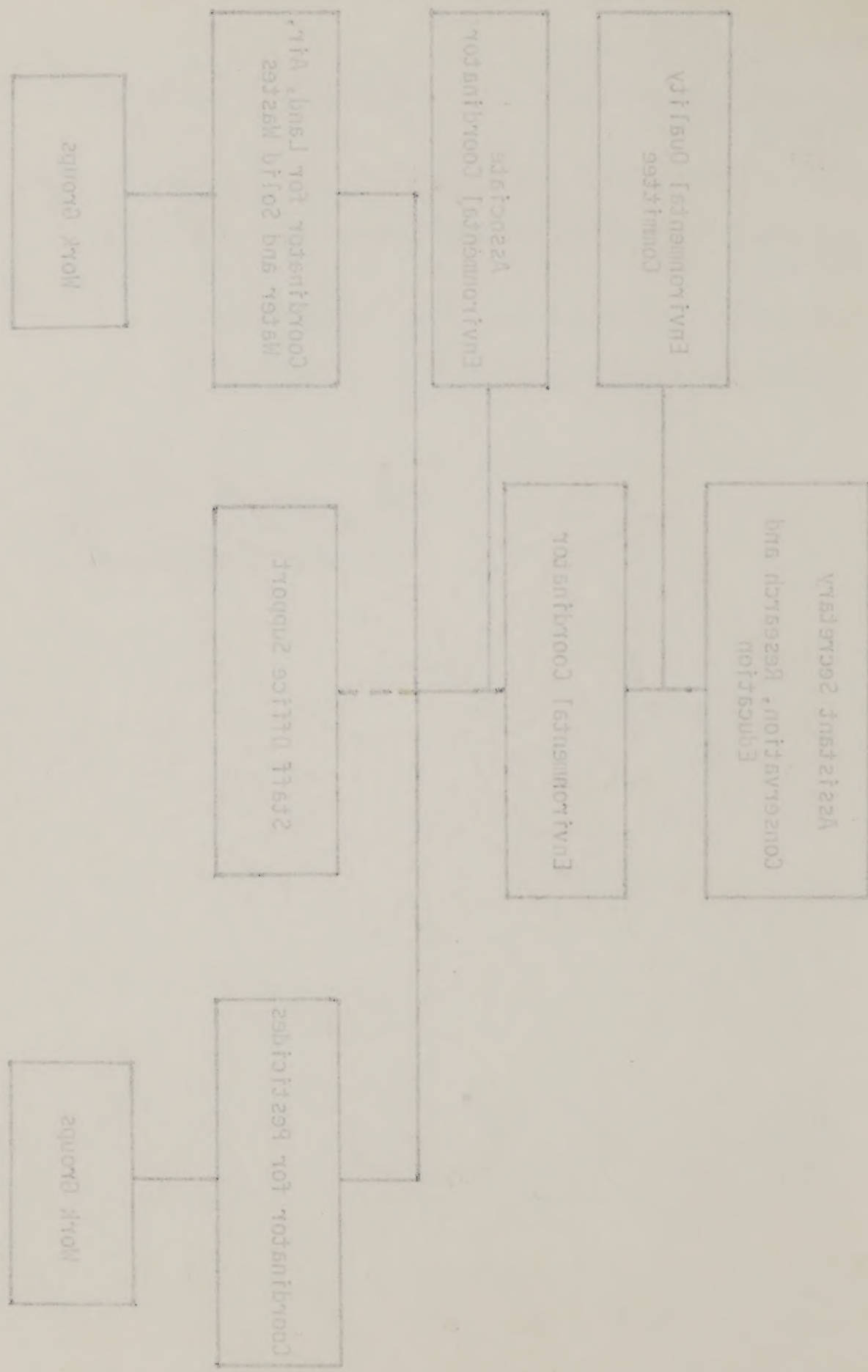
Secretary of Agriculture

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- Secretary's Memorandum No. 1799 of February 1, 1973.


Secretary of Agriculture





UNITED STATES DEPARTMENT OF AGRICULTURE

OFFICE OF THE SECRETARY

WASHINGTON, D. C. 20250

July 23, 1979

SECRETARY'S MEMORANDUM NO. 1890 (REVISED)

Establishment of Office of Environmental Quality

I. Policy The Department of Agriculture is required to conduct its programs in ways which protect the nation's ecological, cultural, and historic heritage. This direction is embodied in a number of statutes, executive orders, and regulations. The major legislation and Presidential directives which apply to the Department are as follows:

National Environmental Policy Act of 1969

Environmental Quality Improvement Act of 1970

E.O. 11514, Protection and Enhancement of Environmental Quality, as amended by E.O. 11991, May 24, 1977

Regulations for Implementing the Procedural Provisions of the National Environmental Policy Act

National Historic Preservation Act of 1966

E.O. 11593, Protection and Enhancement of the Cultural Environment, May 13, 1971

Regulations of the Advisory Council on Historic Preservation for the Protection of Historic and Cultural Properties

Federal Water Pollution Control Act of 1972

E.O. 11738, Sept. 1973 (Pollution Control)

E.O. 12088, Oct. 13, 1978 (Federal Compliance with Pollution Control Standards)

Resources Conservation and Recovery Act of 1976

Toxic Substances Control Act of 1976

Clean Air Act as amended 1977

Federal Insecticide, Fungicide, and Rodenticide Act, as amended 1978

Endangered Species Act of 1978



July 23 1979

SECRETARY'S MEMORANDUM NO. 1090 (REVISED)

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Regulations of the Advisory Council on Historic
Preservation for the Protection of Historic and
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Resources Conservation and Recovery Act of 1976

Toxic Substances Control Act of 1976

Clean Air Act as amended 1977

Federal Insecticide, Fungicide, and Rodenticide Act, as
amended 1974

Endangered Species Act of 1973

There are, in addition, many other important statutes which apply to specific Agencies and programs (e.g., National Forest Management Act, Soil and Water Resources Conservation Act).

Department policies will reflect a sensitivity to the fact, implied in these statutes and rules, that each generation is a trustee of the environment for succeeding generations.

This memorandum reconfirms the Department of Agriculture's long-term commitment to protect and improve the quality of the human environment. It sets forth a system for planning and coordinating environmental activities within the Department.

II. Establishment of Office of Environmental Quality (OEQ)

In order to provide a focal point for environmental concerns within the Department, the Office of Environmental Quality (OEQ) is hereby established reporting to the Assistant Secretary for Natural Resources and Environment. It will initiate, coordinate, and monitor Departmental policies and programs related to the protection of environmental quality and natural resources. The Office also will advise the Secretary, the Assistant Secretary for Natural Resources and Environment, and other policy officials on environment-related policies. It is to be headed by a Director, who reports directly to the Assistant Secretary for Natural Resources and Environment. Its role and mission are more specifically defined below.

III. Duties and Responsibilities

Specifically, OEQ will:

- A. Coordinate environmental quality activities through use of an Environmental Quality Committee, and Work Groups as described below; serve as USDA contact with the U.S. Environmental Protection Agency (EPA); maintain EPA-USDA Memorandum of Understanding signed January 18, 1979; serve as USDA contact with the Council on Environmental Quality (CEQ); coordinate USDA environmental activities with other Federal, State, and local Agencies; and serve as a public contact and information source for USDA environmental activities.

There are, in addition, many other important statutes which apply to specific resources and programs (e.g., National Forest Management Act, Soil and Water Resource Conservation Act).

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III. Goals and Responsibilities

Specifically, OEQ will:

- A. Coordinate environmental quality activities through use of an Environmental Quality Council, and Work Groups as described below; serve as USDA contact with the U.S. Environmental Protection Agency (EPA); maintain EPA-USDA Memorandum of Understanding signed January 10, 1978; serve as USDA contact with the Council on Environmental Quality (CEQ); coordinate USDA environmental activities with other Federal, State, and local Agencies; and serve as a public contact and information source for USDA environmental activities.

- B. Identify needs for Department-wide environmental policies; coordinate response to policy initiatives from other Departments and Agencies; and initiate and coordinate USDA policy for the President's Environmental Message.
- C. Review and evaluate USDA environmental and environmental-related programs and progress; monitor Department Agency implementation of National Environmental Policy Act (NEPA) to insure high quality environmental impact statements and compliance with the Act.
- D. Develop and maintain Departmental level NEPA regulations; assist in the preparation and review of USDA Agency procedures to implement CEQ regulations; and review all environmental impact statements (EIS) for which the Secretary is the responsible Federal official.
- E. Develop and maintain Departmental level procedures to implement the National Historic Preservation Act of 1966, E.O. 11593, and regulations of the Advisory Council on Historic Preservation, 36 CFR 800; assist in the preparation and review of Agency procedures to implement the National Historic Preservation Act of 1966, E.O. 11593, and 36 CFR 800 Regulations; and participate in the Advisory Council on Historic Preservation compliance proceedings where resolution cannot be reached at the Agency level; assist in development of training programs to achieve cultural management goals; and the Director will serve as the Secretary's designee to the Advisory Council on Historic Preservation (ACHP).
- F. Work closely with and provide regular staff assistance to the USDA Land Use Committee, established by Secretary's Memorandum No. 1807, December 14, 1977; monitor USDA Agency implementation of Secretary's Memorandum No. 1827 (Revised), on protection of important agricultural, forest, and rangelands; and monitor the implementation of E.O. 11988 and 11990 regarding management of floodplains and protection of wetlands.
- G. Serve as USDA contact with EPA for the implementation of the Federal Insecticide, Fungicide, and Rodenticide Act and its amendments, and coordinate USDA policy relative to the Act; be responsible for coordinating and monitoring the Department's integrated pest management program; and administer the Department's pesticide assessment program which provides the basis for USDA's portion of the Rebuttable Presumption Against Registration (RPAR) process.
- H. Coordinate the Department's policies under the Toxic Substances Control Act.

- Identify needs for Government-wide environmental activities; coordinate responses to policy initiatives from other departments and agencies; and coordinate and coordinate with the President's Environmental Message.
- Review and evaluate USDA environmental and environmental-related programs and projects; monitor Departmental Agency implementation of National Environmental Policy Act (NEPA) to insure high quality environmental impact statements and compliance with the Act.
- Develop and maintain Departmental level NEPA regulations; assist in the preparation and review of USDA Agency procedures to implement NEPA regulations; and review all environmental impact statements (EIS) for which the Secretary is the responsible official.
- Develop and maintain Departmental level procedures to implement the National Historic Preservation Act of 1966, E.O. 11593, and regulations of the Advisory Council on Historic Preservation. Assist in the preparation and review of 22 CFR 101.11 in the preparation and review of Agency procedures to implement the National Historic Preservation Act of 1966, E.O. 11593, and 22 CFR 101.11; and 22 CFR 101.11. Assist in the development of historic preservation programs to enhance procedures where regulation cannot be reached at the Agency level; assist in development of historic preservation programs to enhance cultural resources goals; and the Director will serve as the Secretary's liaison to the Advisory Council on Historic Preservation (ACHP).
- Work closely with and provide regular staff assistance to the USDA Land Use Committee, established by Secretary's Memorandum No. 1217, December 11, 1977, monitor USDA Agency implementation of Secretary's Memorandum No. 1217 (revised), on protection of historic agricultural, forest, and rangelands; and monitor the implementation of E.O. 11593 and 1990 regarding management of rangelands and protection of wetlands.
- Serve as USDA contact with EPA for the implementation of the Federal Insecticide, Fungicide, and Rodenticide Act and its amendments, and coordinate USDA policy relative to the Act; be responsible for coordination and monitoring the Department's integrated pest management program and administer the Department's pesticide assessment program which provides the basis for USDA's portion of the National Pesticide Registration (NPR) process.
- Coordinate the Department's policies under the Toxic Substances Control Act.

- I. Represent the Department on the National Response Team on hazardous spills pursuant to P.L. 92-500 and Section 4 of E.O. 11735.

IV. Department of Agriculture Environmental Quality Committee

A Department of Agriculture Environmental Quality Committee is re-established consisting of the administrators of the following Agencies:

Agricultural Marketing Service
 Agricultural Stabilization and Conservation Service
 Animal and Plant Health Inspection Service
 Economics, Statistics, and Cooperatives Service
 Farmers Home Administration
 Federal Grain Inspection Service
 Food Safety and Quality Service
 Foreign Agricultural Service
 Forest Service
 Rural Electrification Administration
 Science and Education Administration
 Soil Conservation Service
 Office of Budget, Planning and Evaluation

and Associate Members from the staff offices of:

Office of General Counsel
 Office of Governmental and Public Affairs
 Office of Operations and Finance

The Assistant Secretary for Natural Resources and Environment serves as Chairperson. The Assistant Secretary for Marketing and Transportation Services serves as Vice Chairperson. The Director of the Office of Environmental Quality serves as the Executive Secretary for the committee. This committee shall provide recommendations to the Program and Budget Review Board with respect to Departmental policies, strategies and legislative actions on environmental matters within the Department.

Work Groups will be established as necessary to support environmental coordination in such areas as pest management, hazardous spills, cultural resources, water quality, and air quality. The responsibility for formation and dissolution of these work groups will reside with the Executive Secretary, with the approval of the Chairperson. The work groups will be chaired by the OEQ staff or person appointed by the Executive Secretary, with the concurrence of the Chairperson.

V. Incidental Transfers

The Assistant Secretary for Administration and the Director of Economics, Policy Analysis, and Budget will make such transfer of funds, records, property, and personnel as are involved in the organizational assignments made in this memorandum.

1. Represent the Department on the National Response Team on hazardous spills pursuant to P.L. 92-500 and Section 4 of E.O. 11735.

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Forest Service
Rural Electrification Administration
Science and Education Administration
Soil Conservation Service
Office of Budget Planning and Evaluation

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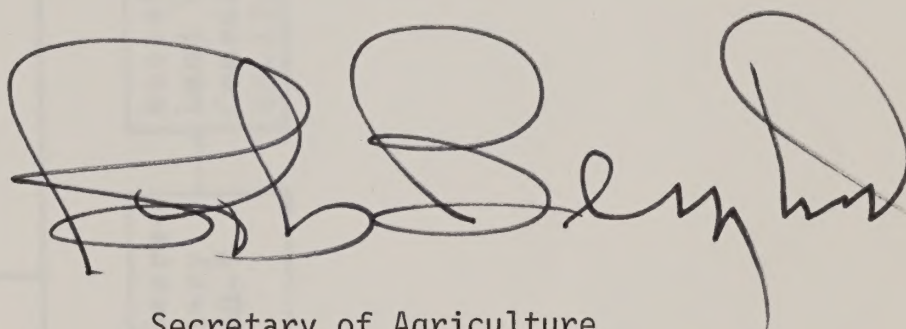
VI. Existing Directives

Prior delegations of authority, administrative regulations, and other directives not inconsistent with the provisions of the memorandum remain in full force and effect.

VII. Codification

The delegations of authority and the assignments of duties and responsibilities made in this memorandum shall remain in effect for 90 days or until such earlier time as they are published in the Federal Register.

This memorandum supersedes Secretary's Memorandum No. 1890, dated January 7, 1976.

A large, stylized handwritten signature in black ink, likely belonging to the Secretary of Agriculture mentioned in the text below it.

Secretary of Agriculture

Attachment

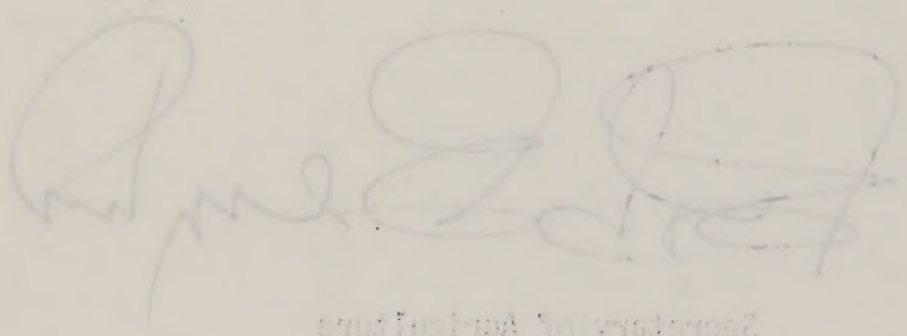
VI. Existing Directives

Where delegations of authority, administrative regulations, and other directives are inconsistent with the provisions of the memorandum, the latter shall remain in full force and effect.

VII. Classification

The delegations of authority and the assignments of duties and responsibilities made in this memorandum shall remain in effect for 90 days or until such earlier time as they are modified in the Federal Register.

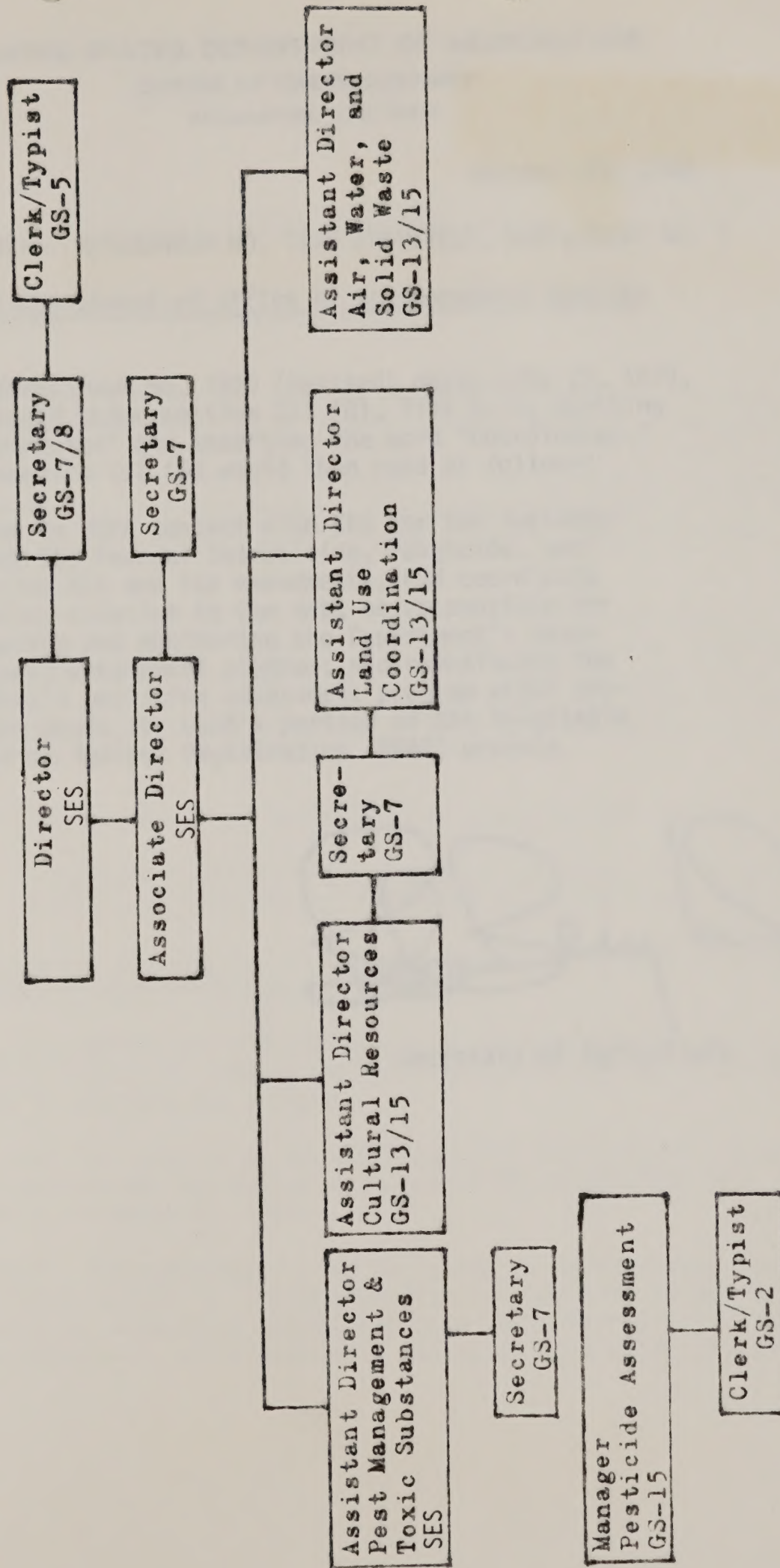
This memorandum supersedes Secretary's Memorandum No. 1000, dated January 1, 1970.



Secretary of Agriculture

Attachment

OFFICE OF ENVIRONMENTAL QUALITY (OEQ)



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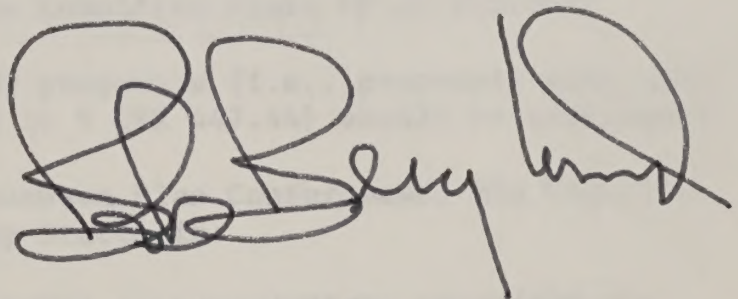
January 25, 1980

SECRETARY'S MEMORANDUM NO. 1890 (REVISED), SUPPLEMENT NO. 1

Establishment of Office of Environmental Quality

Secretary's Memorandum No. 1890 (Revised) dated July 23, 1979, should be changed under section III (G), line 5, by striking the word "administer" and inserting the word "coordinates." The revised section III (G) would then read as follows:

G. Serve as USDA contact with EPA for the implementation of the Federal Insecticide, Fungicide, and Rodenticide Act and its amendments, and coordinate USDA policy relative to the Act; be responsible for coordinating and monitoring the Department's integrated pest management program; and coordinates the Department's pesticide assessment program which provides the basis for USDA's portion of the Rebuttable Presumption Against Registration (RPAR) process.



Secretary of Agriculture

ORGANIZATION

1 Office of Environmental Quality



DEPARTMENT OF AGRICULTURE

OFFICE OF THE SECRETARY

WASHINGTON, D.C. 20250

JAN 15 1979

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Secretary of Agriculture

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D.C. 20250

January 19, 1976

SECRETARY'S MEMORANDUM NO. 1891

General Conference Committee of the National Poultry
Improvement Plan

The General Conference Committee is an integral part of the National Poultry Improvement Plan which is administered under the authority of the Department of Agriculture Organic Act of 1944, as amended (7 U.S.C. 429). This Committee represents cooperating State agencies and participating industry members in making recommendations to the Department with respect to interpretation of and changes in the Plan provisions.

The Committee was originally established in 1947, based on recommendations of a national conference of representatives of cooperating State agencies. The recommendations of the Committee have aided the Department in keeping the Plan program geared to the needs of the industry, thus contributing substantially to the success of the program.

The duties and functions of the Committee shall be as follows:

(1) Recommend whether new proposals (i.e., proposals that have not been submitted as provided in 9 CFR 447.44) should be considered.

(2) During the interim between Plan Conferences, the Committee shall represent the cooperating States in:

(i) Reviewing and giving recommendations regarding the Department's report of changes and editing of subchapter A, Chapter IV, 9 CFR, to include the changes.

(ii) Serving in an advisory capacity with respect to administrative procedures and interpretations of the provisions of Subchapter A, Chapter IV, 9 CFR.

(iii) Recommending to the Secretary of Agriculture, such administrative changes in the requirements of the Plan as may be necessitated by unforeseen conditions when postponement until the next Plan Conference would seriously impair the operation of the program.

(iv) Assisting the Agricultural Research Service in formulating plans for the next Plan Conference.

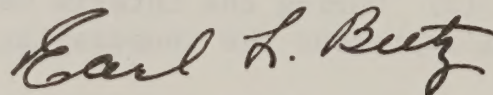
The Assistant Secretary for Conservation, Research, and Education, or his designee, will serve as Chairman. One member from each of six geographic areas of the United States will be designated by an elective process prescribed in the provisions of the Plan (9 CFR 447.43(b)).

The Committee shall terminate two years from the date of this memorandum, subject to extension. It shall report to the Secretary of Agriculture, through the Assistant Secretary for Conservation, Research, and Education.

The Committee will meet at the call of the Chairman. One two-day meeting per year would generally be sufficient for the Committee to discharge its obligation. Such meeting would require 60 man-hours by Federal professional staff and 40 hours by Federal secretarial staff. The estimated total cost including travel and per diem is \$2,760. The expenses for Committee members will be available in accordance with applicable regulations and procedures of the Department and support will be provided by the Agricultural Research Service.

I hereby deem that the services of this Committee are in the public interest in connection with the performance of the duties and responsibilities of this Department and have determined that it be continued.

This memorandum supersedes Secretary's Memorandum No. 1837, dated January 25, 1974. This memorandum also serves as the charter for the committee.



Secretary of Agriculture

UNITED STATES DEPARTMENT OF AGRICULTURE

OFFICE OF THE SECRETARY

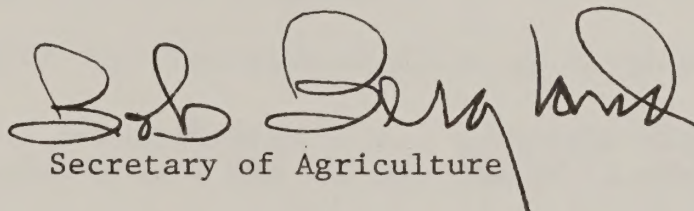
WASHINGTON, D. C. 20250

April 18, 1977

SECRETARY'S MEMORANDUM NO. 1891, SUPPLEMENT 1

General Conference Committee of the National Poultry
Improvement Plan

The charter of the General Conference Committee of the National Poultry Improvement Plan incorporated in Secretary's Memorandum No. 1891 dated January 19, 1976, is amended to authorize an increase in the estimated annual cost of the committee to \$4,500 due to increased costs in per diem and travel.


Secretary of Agriculture

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146 GHI BLDG

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UNITED STATES DEPARTMENT OF AGRICULTURE

OFFICE OF THE SECRETARY

WASHINGTON, D. C. 20250

August 1, 1978

SECRETARY'S MEMORANDUM NO. 1891, Revised

General Conference Committee of the
National Poultry Improvement Plan

The General Conference Committee is an integral part of the National Poultry Improvement Plan which is administered under the authority of the Department of Agriculture Organic Act of 1944, as amended (7 U.S.C. 429). This Committee, representing cooperating State Agencies and participating industry members, serves an essential function in making recommendations to the Department with respect to interpretation of and changes in the Plan provisions.

The Committee was originally established in 1947, based on recommendations of a national conference of representatives of cooperating State agencies. The recommendations of the Committee have aided the Department in keeping the Plan program geared to the needs of the industry, thus contributing substantially to the success of the program.

The duties and functions of the Committee shall be as follows:

(1) Recommend whether new proposals (i.e., proposals that have not been submitted as provided in 9 CFR 447.44) should be considered.

(2) During the interim between Plan Conferences, the Committee shall represent the cooperating States in:

(i) Reviewing and giving recommendations regarding the Department's report of changes and editing of Subchapter A, Chapter IV, 9 CFR, to include the changes.

(ii) Serving in an advisory capacity with respect to administrative procedures and interpretations of the provisions of Subchapter A, Chapter IV, 9 CFR.

(iii) Recommending to the Secretary of Agriculture, such administrative changes in the requirements of the Plan as may be necessitated by unforeseen conditions when postponement until the next Plan Conference would seriously impair the operation of the program.

(iv) Assisting the Science and Education Administration in formulating plans for the next Plan Conference.

The Assistant Secretary for Conservation, Research, and Education, or his designee, will serve as Chairman. The Director of Science and Education, will serve as Vice Chairman. Dr. R. D. Schar, National Poultry Improvement Program, Science and Education Administration, will be the Executive Secretary.

One member from each of six geographic areas of the United States will be designated by an elective process prescribed in the provisions of the Plan (9 CFR 447.43 (b)).

The voting delegates will be instructed that the nomination and subsequent election of persons to the Committee shall be carried out without regard to sex, ethnic or racial background of qualified individuals.

The Committee shall terminate two years from the date of this memorandum, subject to extension. It shall report to the Secretary of Agriculture through the Director of Science and Education and the Assistant Secretary for Conservation, Research, and Education.

The Committee will meet at the call of the Chairman. One three-day meeting per year would generally be sufficient for the Committee to discharge its obligation. Such meetings would incur the following estimated costs which are inclusive of all private and public moneys to be spent by or on behalf of the Committee:

Federal Funds

Travel expenses for six non-Federal and three Federal persons.....	\$ 4,500
Salary for 100 professional Federal hours.....	2,000
Salary for 40 secretarial Federal hours.....	200
Cost of publishing Committee report.....	200
Total Federal Funds.....	<u>6,900</u>

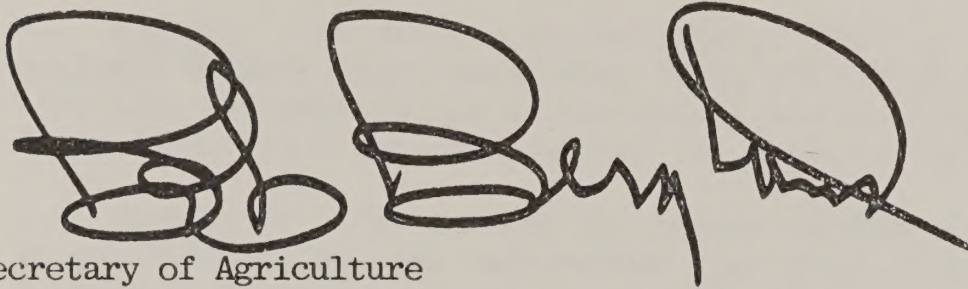
Non-Federal Funds

Private salaries of non-Federal members during time spent at meetings.....	\$ 2,400
Total Estimated Costs.....	\$ 9,300

The expenses for Committee members will be available in accordance with applicable regulations and procedures of the Department and support will be provided by the Science and Education Administration.

I hereby deem that the services of this Committee are in the public interest in connection with the performance of the duties and responsibilities of this Department and have determined that it be continued.

This memorandum supersedes Secretary's Memorandum No. 1891, dated January 19, 1976. This memorandum also serves as the charter for the Committee.

A handwritten signature in dark ink, appearing to read "B. B. Bery", is written over the printed title. The signature is stylized with large, overlapping loops.

Secretary of Agriculture

It is hereby declared that the rights of the Republic of China in the
territory of the Republic of China with the exception of the island of
Taiwan and the air zone above it, and the waters surrounding it, are
returned to the People's Republic of China.

This document is signed by the President of the Republic of China, Chiang
Kai-shek, on January 1, 1949. This document is signed in the presence of
the Commission.


Chiang Kai-shek
President of the Republic of China

UNITED STATES DEPARTMENT OF AGRICULTURE

OFFICE OF THE SECRETARY

WASHINGTON, D. C. 20250

ESCS NED
CHIEF AG HIST BRANCH
ROOM 140 GHI BLDG.

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July 29, 1980

SECRETARY'S MEMORANDUM NO. 1891, Revised

General Conference Committee of the
National Poultry Improvement Plan

1. PURPOSE. The service of the General Conference Committee of the National Poultry Improvement Plan is in the public interest in connection with the performance of the duties and responsibilities of this Department, and I hereby authorize the continuation of the Committee.
2. BACKGROUND. The General Conference Committee is an integral part of the National Poultry Improvement Plan which is administered under the authority of the Department of Agriculture Organic Act of 1944, as amended (7 U.S.C. 429). This Committee, representing cooperating State agencies and poultry industry members, serves an essential function by acting as liaison between the poultry industry and the Department in matters pertaining to poultry health. The Committee was originally established in 1947, based on recommendations of a national conference of representatives of cooperating State agencies. The recommendations of the Committee have aided the Department in keeping the Plan program geared to the needs of the industry, thus contributing substantially to the success of the program.
3. DUTIES AND FUNCTIONS. The duties and functions of the Committee shall be as follows:
 - a. Assist the Department in planning, organizing and conducting the Biennial National Poultry Improvement Plan Conference.
 - b. During the interim between Plan Conferences, represent the cooperating States in:
 - (1) Advising the Department with respect to administrative procedures and interpretations of the Plan provisions as contained in 9 CFR.
 - (2) Assisting the Department in evaluating comments received from interested persons concerning proposed amendments to the Plan provisions.
 - (3) Recommending to the Secretary of Agriculture any changes in the provisions of the Plan as may be necessitated by unforeseen conditions when postponement until the next Plan Conference would seriously impair the operation of the program.

c. Serve as a forum for the study of problems relating to poultry health and as the need arises, to make specific recommendations to the Secretary of Agriculture concerning ways in which the Department may assist the industry in solving these problems.

4. ORGANIZATION AND MEMBERSHIP. The Assistant Secretary for Marketing and Transportation Services or his designee will serve as Chairman. The Administrator of the Animal and Plant Health Inspection Service (APHIS) will serve as Vice Chairman. A staff member, Swine and Poultry Diseases Staff, Veterinary Services, APHIS, will be Executive Secretary. One member from each of six geographic areas of the United States and a member-at-large will be designated by an elective process prescribed in the provisions of the Plan (presently contained in 9 CFR 147.43(b)). The member-at-large will serve as Assistant Vice Chairman. The voting delegates will be instructed that the nomination and subsequent election of persons to the Committee shall be carried out without regard to sex, ethnic or racial background of qualified individuals. The Committee shall terminate 2 years from the date of this memorandum, subject to extension. It shall report to the Secretary of Agriculture through the Administrator of APHIS and the Assistant Secretary for Marketing and Transportation Services.

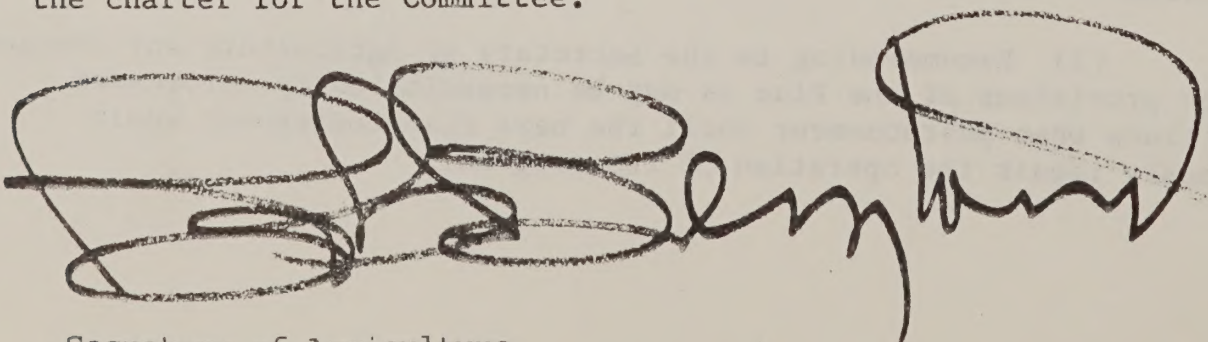
5. FREQUENCY AND ESTIMATED ANNUAL COST OF MEETINGS. The Committee will meet at the call of the Chairman. One 3-day meeting per year would generally be sufficient for the Committee to discharge its obligation. Such a meeting would incur the following estimated costs which are inclusive of all private and public moneys to be spent by or on behalf of the Committee.

Federal Funds

Travel expenses for seven non-Federal and three Federal persons.....	\$7,000
Salary for 100 professional Federal hours....	2,000
Salary for 40 secretarial Federal hours.....	200
Cost of publishing Committee report.....	200
Total Federal Funds.....	\$9,400

The expenses for Committee members will be available in accordance with applicable regulations and procedures of the Department and support will be provided by APHIS.

6. SUPERSESSION. This memorandum supersedes Secretary's Memorandum No. 1891, Revised, dated August 1, 1978. This memorandum also serves as the charter for the Committee.



Secretary of Agriculture

UNITED STATES DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
Washington, D. C. 20250

obsolete

January 23, 1976

SECRETARY'S MEMORANDUM NO. 1892

Public Advisory Committee on Soil and Water Conservation

The Public Advisory Committee on Soil and Water Conservation is hereby renewed.

The Public Advisory Committee on Soil and Water Conservation was originally established by Secretary's Memorandum No. 1390 dated October 18, 1955, to provide a means whereby those from outside government can make evaluations of and offer constructive suggestions for program needs and development in the field of soil and water conservation.

The functions of the committee are solely advisory and include the consideration and recommendation of changes in program policies and program emphasis and the assessment of the need for new soil and water conservation legislation.

Renewal of this committee is in the public interest in carrying out the programs of the Department of Agriculture. The committee reports to the Secretary of Agriculture through the Assistant Secretary of Agriculture for Conservation, Research, and Education who serves as committee chairman. The Administrator of the Soil Conservation Service serves as alternate chairman.

The committee consists of 18 members appointed by the Secretary for a two-year term. The membership represents a broad range of soil and water conservation interests throughout the United States. The committee shall terminate on January 23, 1978. The Secretary may again renew the committee upon determination that its continued existence is in the public interest. It is estimated that the committee shall meet once each year.

The Soil Conservation Service is to have the primary responsibility for the operation of the committee and for providing secretarial services, operating costs, and staff support. The annual operating costs are estimated as \$10,000 and 0.2 man-years support. Public Law 84-963 provides authority to pay expenses of this advisory committee.

This Memorandum serves as the charter for the Public Advisory Committee on Soil and Water Conservation. Secretary's Memorandum No. 1844 dated July 3, 1974, is hereby superseded.

Earl L. Butz
Secretary of Agriculture

UNITED STATES DEPARTMENT OF AGRICULTURE
BUREAU OF PLANT INDUSTRY
WASHINGTON, D. C. 20250

January 22, 1954

Mr. J. H. ...

Re: ...

The ...

The ...

The ...

The ...

The ...

The ...

This ...

Secretary of Agriculture

DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
WASHINGTON, D. C. 20250

January 23, 1976

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SECRETARY'S MEMORANDUM NO. 1893

Proposed Establishment of the Office
of the General Sales Manager

1. PURPOSE. A principal goal of the Department is to formulate export policy and assist in marketing and sales of agricultural commodities based on world market conditions and to facilitate and keep abreast of private sales as well as to administer the CCC Credit and P.L.-480 programs. To better handle these activities the Office of the Sales Manager requires direct control of the staff responsible for these functions.

This proposed realignment of activities is intended to create a new Office of the General Sales Manager with the necessary support to operate in a broad and effective manner.

2. FUNCTIONS. In order to meet the Department's goals, it is proposed that a new Office of the General Sales Manager be established. In addition to all the present functions of the currently existing Office of the Sales Manager the Department proposes that the following functions be transferred from Foreign Agricultural Service to the new Office of the General Sales Manager:
 - a) All units, functions and resources under the Assistant Administrator, Commercial Export Programs of the present Foreign Agricultural Service, including all export sales reporting functions.
 - b) All units, functions and resources under the Assistant Administrator, P.L.-480 Programs of the present Foreign Agricultural Service.
 - c) Such other resources from the remainder of the present Foreign Agricultural Service as will give the Office of the General Sales Manager a commodity marketing staff to provide operational support and liaison with the Foreign Agricultural Service and other analytical support operations of the Department.
 - d) Such other personnel as are necessary to administratively support the Office of the General Sales Manager in accordance with paragraph 3, Management Support Activities below.

3. MANAGEMENT SUPPORT ACTIVITIES. All accounting, budget, personnel, and other administrative and management support activities and services will be provided to the strengthened Office of the General Sales Manager by the Agricultural Stabilization and Conservation Service.
4. INCIDENTAL TRANSFERS. The Assistant Secretary for Administration will be authorized to approve such transfer of funds, records, property, space, and personnel as are involved in the organizational assignments proposed in this memorandum.
5. PUBLIC NOTICE. In accordance with Reorganization Plan No. 2 of 1953, the Department is giving advance public notice of delegations of functions proposed to be made and will afford interested persons an opportunity to place before the Department their views with respect thereto. In order to be considered, comments must be received by February 20, 1976. Address comments to Sales Manager, Room 4069, South Building, U. S. Department of Agriculture, Washington, D.C. 20250.

Earl L. Butz

Secretary of Agriculture

UNITED STATES DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
Washington, D.C. 20250

February 27, 1976

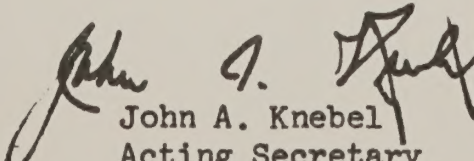
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SECRETARY'S MEMORANDUM NO. 1893, SUPPLEMENT 1

Establishment of the Office of the General Sales
Manager and Transfer of Functions

1. BACKGROUND STATEMENT. Secretary's Memorandum No. 1893, dated January 23, 1976, announced a proposal to establish the Office of the General Sales Manager and transfer to it certain of the functions of the Foreign Agricultural Service related to export sales of agricultural commodities and the present functions of the currently existing Office of the Sales Manager. The Department on January 29, 1976, gave public notice of the proposed action and invited comments from interested persons and groups. No comments were received.
2. ESTABLISHMENT OF THE OFFICE OF THE GENERAL SALES MANAGER. Effective with the beginning of business, February 29, 1976, there is established, reporting to the Secretary, who is also Chairman of the CCC Board of Directors, through the Assistant Secretary for International Affairs and Commodity Programs, who is also President of the CCC, an Office of the General Sales Manager. This new office will combine the functions, authorities, and responsibilities of the present Office of the Sales Manager with those of the Foreign Agricultural Service necessary to formulate policies and administer agricultural export operations as proposed in Secretary's Memorandum No. 1893.
3. MANAGEMENT SUPPORT ACTIVITIES. Accounting, budget, personnel, and other administrative and management support activities and services will be provided to the Office of the General Sales Manager by Agricultural Stabilization and Conservation Service.
4. INCIDENTAL TRANSFERS. The Assistant Secretary for Administration is authorized to approve such transfer of funds, records, property, space, and personnel as are necessary to the organizational assignments made in this memorandum.

The delegations made in this Memorandum shall remain in effect until May 29, 1976, or until such earlier time as they are published in the Federal Register.


John A. Knebel
Acting Secretary

UNITED STATES DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
WASHINGTON, D.C. 20250

February 2, 1952

SECRETARY'S MEMORANDUM FOR THE SECRETARY

Subject: Transfer of the Agricultural Extension Service to the Department of Agriculture

1. Background. The Agricultural Extension Service was established in 1906 as a part of the Department of Agriculture. It has since that time been an integral part of the Department's activities. The Service has been successful in its efforts to bring the latest scientific knowledge to the farmers of the United States. It has also been successful in its efforts to improve the economic conditions of the rural areas. The Service has been successful in its efforts to improve the health and education of the rural population. The Service has been successful in its efforts to improve the social conditions of the rural areas. The Service has been successful in its efforts to improve the cultural conditions of the rural areas. The Service has been successful in its efforts to improve the political conditions of the rural areas. The Service has been successful in its efforts to improve the economic conditions of the rural areas. The Service has been successful in its efforts to improve the health and education of the rural population. The Service has been successful in its efforts to improve the social conditions of the rural areas. The Service has been successful in its efforts to improve the cultural conditions of the rural areas. The Service has been successful in its efforts to improve the political conditions of the rural areas.

2. Recommendation. It is recommended that the Agricultural Extension Service be transferred to the Department of Agriculture. This transfer is necessary in order to ensure the continuity of the Service's activities. It is also necessary in order to ensure the best use of the Service's resources. The transfer is also necessary in order to ensure the best representation of the rural population in the Department of Agriculture. The transfer is also necessary in order to ensure the best representation of the rural population in the Department of Agriculture.

3. Implementation. The transfer of the Agricultural Extension Service to the Department of Agriculture should be completed by May 1, 1952. This transfer should be completed in order to ensure the continuity of the Service's activities. It is also necessary in order to ensure the best use of the Service's resources. The transfer is also necessary in order to ensure the best representation of the rural population in the Department of Agriculture. The transfer is also necessary in order to ensure the best representation of the rural population in the Department of Agriculture.

4. Conclusion. The transfer of the Agricultural Extension Service to the Department of Agriculture is necessary in order to ensure the continuity of the Service's activities. It is also necessary in order to ensure the best use of the Service's resources. The transfer is also necessary in order to ensure the best representation of the rural population in the Department of Agriculture. The transfer is also necessary in order to ensure the best representation of the rural population in the Department of Agriculture.

John A. [Signature]
Acting Secretary

DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
WASHINGTON, D. C. 20250

February 6, 1976

SECRETARY'S MEMORANDUM NO. 1894

Establishment of Employment Goals and Potential
Recipients of Extension Programs

PURPOSE

In November 1974 a Task Force was appointed by the Secretary of Agriculture in consultation with the Chairman of the Extension Committee on Organization and Policy (ECOP) of the National Association of State Universities and Land-Grant Colleges. The Task Force was comprised of USDA officials and State Extension Directors. At the Secretary's direction, the Task Force examined civil rights compliance problems in the State Extension Services, and made its report to the Secretary on September 30, 1975. This Memorandum serves to acknowledge and accept all Task Force recommendations and shall serve as the authority for their full implementation.

The USDA-ECOP Task Force urged the adoption of employment goals based on minority labor force availability; and the identification of eligible program participants based upon State Cooperative Extension Services' program missions consistent with enabling legislation, funding requirements, and applicable Departmental missions. The recommendations of the Task Force are being accepted to provide additional means of effectively administering and implementing civil rights requirements.

The changes recommended, which are implemented in this Memorandum, will expedite closer coordination between Departmental agencies having delegated authorities for civil rights and representatives of Land-Grant Colleges and State Cooperative Extension Services, will have a long-term beneficial effect upon the implementation of civil rights laws, and will hopefully lead to greater minority participation in both Extension programs and employment.

PROCEDURE

1. Goals for employment of minorities shall be established by each State Cooperative Extension Service for each major category of staff through the following process:

A. Clerical, Support, and Paraprofessional Staffs

The percentage distribution of racial minorities between ages 18 and 64 in the normal commuting area surrounding each employing office shall be applied to the number of positions in such office. The employing office's employment goal shall equal any disparity between such sum and the number of minorities currently employed.

Recruitment shall be from the same areas.

B. County and Area Professional Staffs

Employment goals for professional positions shall be determined separately for metropolitan and non-metropolitan positions on a statewide basis. The percentage distribution of minorities between ages 21 and 64 in each category shall be applied to the number of positions in each category. A state employment goal for metropolitan and nonmetropolitan positions shall equal any disparity between the total of such sums and the number of minorities currently employed.

C. Statewide Professional Positions

The aggregation of percentage distribution of minorities, by race, as represented in the goals for county and area professional staffs, in item B above, applied to the number of professional State level positions shall be used to determine the employment goal for such positions.

The sum of the numbers obtained separately for items B and C above represents the employment goal for professional positions throughout the State Extension System.

Recruitment shall as a minimum be in the employing State and contiguous States for county and area professional staffs and nationally for State professional staffs.

The Extension Service shall issue general guidelines for determining employment pools as set forth in Appendix C to the Task Force report and criteria for determining compliance in meeting employment goals and in equal employment opportunity as set forth in Appendix D.

2. Eligible participants in programs offered by each State Cooperative Extension Service shall be identified in accordance with its program missions consistent with the Smith-Lever Act, the Memorandum of Understanding, and funding requirements. All special designations of eligible participants to be served shall be accomplished without regard to race, color, or national origin and in keeping with Secretary's Memorandum No. 1662, as amended.

The Extension Service shall issue general guidelines to be followed by State Cooperative Extension Services in the identification of eligible program participants. It is recognized affirmative action may be needed to ensure eligible minorities are advised of and given opportunity to participate in available programs.

3. Teaching methods used by State Cooperative Extension Services in conducting educational programs are selected according to subject matter content, knowledge of participants including minorities, and the ability of staff to use them. The selection of teaching methods shall be accomplished without regard to race, color, or national origin.

In evaluating State Extension Services' compliance with Title VI, the United States Department of Agriculture will review and consider all outreach methods utilized by Extension in conducting its educational programs, including efforts made to inform members of minority communities of educational opportunities.

4. In order to promote and strengthen the cooperative relationships between State Cooperative Extension Services and this Department, periodic conferences shall be held to achieve greater understanding of and improvements in the overall administration of civil rights matters. Additionally, subsequent to completion and submission of audit reports, and prior to Departmental adoption or implementation of any analyses based thereon, the State Extension Directors concerned will be given the opportunity to discuss such analyses and evaluation with the United States Department of Agriculture officials responsible therefor.

5. In order to provide overall leadership for this Memorandum, the Extension Service shall coordinate supporting efforts with the Office of the General Counsel, the Office of Audit, and the Office of Equal Opportunity in the implementation of this Memorandum.

Earl L. Butz

Secretary of Agriculture

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D. C. 20250

March 5, 1976

SECRETARY'S MEMORANDUM NO. 1895

Advisory Committee on Regulatory Programs

The Department of Agriculture has the responsibility for enforcing many regulatory programs which impact on the marketing area of our Nation's food supply.

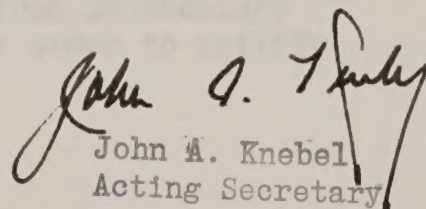
To assure the adverse impact of these regulations does not exceed the benefits to producers and the public, I hereby establish an Advisory Committee on Regulatory Programs. The function of this Committee will be to review selected regulatory programs and recommend either methods of improvement or their elimination. Establishment of this Committee is in the public interest in connection with the performance of duties imposed on the Department by law.

The Committee will report to the Secretary through the Assistant Secretary for Marketing and Consumer Affairs who will serve as the Chairman. The Executive Secretary will be the Administrator, Agricultural Marketing Service. Members will be appointed by the Secretary from the meat, fruit and vegetable industries, the farming community, consumer interests, and the university sector.

Funds will be available for reimbursement of travel and per diem expenses in accordance with applicable regulations of the Department. Travel expenses of non-Federal members of the Committee will be borne by USDA agencies which are members of the Marketing and Consumer Program Regulatory Task Forces.

The Committee will meet twice a year at an estimated annual operating cost of \$7,000 and .10 man-years of staff support. Necessary staff support for the Committee will be provided by the Agricultural Marketing Service. The Committee will terminate two years from the date of this Memorandum.

This Memorandum will also serve as the Charter for the Committee.


John A. Knebel
Acting Secretary

COMMITTEES *(Regulatory Programs, Advisory)*

OFFICIAL
SECRETARY'S FILES
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SECY'S RECORDS SECTION

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D. C. 20250

SECRETARY'S MEMORANDUM NO. 1157

Advisory Committee on Regulatory Programs

The Department of Agriculture has the responsibility for enforcing many regulatory programs which impact on the marketing area of our Nation's food supply.

To assure the effective impact of these regulations have not exceed the benefits to consumers and the public, I have established an Advisory Committee on Regulatory Programs. The function of this Committee will be to review suggested regulatory programs and recommend either methods of enforcement or their elimination. Establishment of this Committee is in the public interest in connection with the performance of duties imposed on the Department by law.

The Committee will report to the Secretary through the Assistant Secretary for Marketing and Consumer Affairs who will serve as the Chairman. The Executive Secretary will be the Administrator, Agricultural Marketing Service. Members will be appointed by the Secretary from the meat, fruit and vegetable industries, the farming community, consumer interests, and the university sector.

Funds will be available for reimbursement of travel and per diem expenses in accordance with applicable regulations of the Department. Travel expenses of non-Secretary members of the Committee will be borne by USDA agencies which are members of the Marketing and Consumer Program Regulatory Task Force.

The Committee will meet twice a year at an estimated annual operating cost of \$7,000 and 10 man-years of staff support. Necessary staff support for the Committee will be provided by the Agricultural Marketing Service. The Committee will terminate two years from the date of this Memorandum.

This Memorandum will also serve as the Charter for the Committee.

John A. Taylor
John A. Taylor
Acting Secretary

UNITED STATES DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
Washington, D.C. 20250

March 26, 1976

SECRETARY'S MEMORANDUM NO. 1896

Action Plan for Public Reports Reduction

1. PRESIDENTIAL REQUIREMENT. President Ford has directed me to reduce by 10% the number of Department reports which collect information from the public. This must be done by June 30, 1976. The President is rightfully concerned about the heavy load of paperwork placed on the public by the Federal Government. I share his concern and want to see this Department reduce its reporting burden on the public.

I quote from the President's letter to show his attitude in this matter:

"American citizens are understandably exasperated by the complexity of reporting to the Federal Government. To put it bluntly: Regardless of how necessary a program administrator or agency head may believe reports to be, the American people believe that they are too many, too long, too frequent, and take too much time to fill out. We simply have to reduce the Federal Government's reporting burden on the public.

* * *

I expect prompt results from this effort. Specifically, I expect the number of reports which collect information from the public to be reduced at least 10 percent by next June 30.

* * *

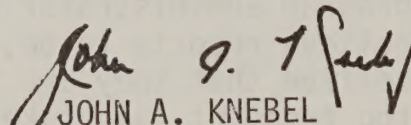
These are important first steps toward developing a strong and permanent sense of responsibility in all departments and agencies to protect the American people from unnecessary expenditure of time and money in order to satisfy our information requirements."

* * *

2. DEPARTMENT POLICY. It is my intention that this Department will meet or exceed the goal set for us by the President. I direct the head of each affected agency to act accordingly.

3. ACTION PLAN. Reaching the 10% goal is a sizeable task, one that will require the cooperation and action of each agency which imposes reporting requirements on the public. I have instructed J. Paul Bolduc, Assistant Secretary for Administration, to develop an action plan for the Department's Public Reports Reduction, to measure and monitor its progress, and to review requests for exemptions to the established Department and OMB guidelines. I expect each agency head to cooperate with Mr. Bolduc in implementing this plan and meeting the goal of this necessary and worthwhile task.

4. FEDERAL REPORTS ACT. The Clearance Officer for the Department, Mr. Richard P. Small of the Statistical Reporting Service, is responsible for administering the Federal Reports Act. The Office of Management and Budget has issued new instructions for clearance of public reporting and recordkeeping requirement forms. These instructions and other guidelines for reducing public reporting to Federal Agencies have been transmitted to Department agencies by the Clearance Officer.


JOHN A. KNEBEL
Acting Secretary

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D.C. 20250

April 28, 1976

SECRETARY'S MEMORANDUM NO. 1897

Flue-Cured Tobacco Advisory Committee

The Secretary of Agriculture has the responsibility for providing tobacco inspection services, under The Tobacco Inspection Act, 7 U.S.C. 511-511q, to all auction markets designated pursuant to that Act. Without said inspection services no tobacco may be sold at auction in any designated market.

In order for the Secretary to provide inspection services under the Act in a manner equitable to all producers and to promote an orderly marketing system, there is a need to obtain information from representatives of all segments of the flue-cured tobacco industry about the complex tobacco auction marketing area so that the most efficient use may be made of the limited number of competent tobacco inspectors available.

To accomplish this purpose, the Flue-Cured Tobacco Advisory Committee is hereby renewed. Renewal of this committee is in the public interest in connection with the duties imposed upon the Secretary by law.

The objective of the committee will be to aid the Secretary in making an equitable apportionment and assignment of tobacco inspectors by recommending opening dates for marketing areas within the flue-cured tobacco growing area and recommending selling schedules for the marketing areas and each warehouse therein.

The duties of the Committee shall be to: 1) Select such officers from its members and establish such bylaws as it deems necessary; 2) Make recommendations to the Secretary with regard to the placement of tobacco inspectors and the scheduling of inspection services at designated markets and such other matters as it may deem advisable or which the Secretary, Administrator, Agricultural Marketing Service, or Director, Tobacco Division, Agricultural Marketing Service may request; 3) Accept from any tobacco producer, trade or business organization or Government agency such information pertinent to the efficient placement of inspectors and inspection scheduling as may be offered or requested and to consider the same in making its recommendations.

The Committee shall report to the Director, Tobacco Division, Agricultural Marketing Service. Membership of the Committee shall be balanced and shall consist of 36 representatives of the flue-cured tobacco area -- 20 producers, 8 warehousemen, and 8 buyers. Committee members and alternates will be appointed by the Secretary.

The Committee will meet an estimated seven times each year in preparation for and throughout the marketing season for flue-cured tobacco. Pursuant to Sections 10(e) and (f) of Public Law 92-463, an employee of the Tobacco Division, Agricultural Marketing Service, shall represent the Department of Agriculture at each meeting and shall perform the duties and responsibilities set forth in such law.

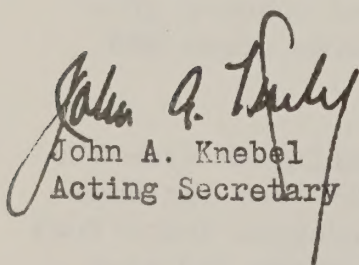
The organization having primary responsibility for the operation of this Committee and for providing operating costs and staff support is the Tobacco Division, Agricultural Marketing Service.

The estimated annual operating costs are \$10,000, and man-years of staff support are approximately 0.2.

The duties of the Committee cannot reasonably be completed in less than 2 years. The Committee shall terminate 2 years from the date of this Memorandum unless a determination is made, not more than 60 days prior to that date, that its continued existence is in the public interest.

This Memorandum also serves as the charter for the Flue-Cured Tobacco Advisory Committee.

Secretary's Memorandum No. 1842, dated June 4, 1974, is hereby superseded.


John A. Knebel
Acting Secretary

UNITED STATES DEPARTMENT OF AGRICULTURE

OFFICE OF THE SECRETARY

WASHINGTON, D. C. 20250

June 1, 1976

SECRETARY'S MEMORANDUM NO. 1898

USDA Program for Reclamation of Lands Affected by Mining (RECLAM)

1. Purpose. The purpose of this memorandum is to establish a program within the Department of Agriculture for coordinating and managing USDA activities related to mined land reclamation.

2. Background. The Nation's demand for mineral resources and energy self-sufficiency will result in an increasing amount of land being disturbed by mining and mineral processing. The surface and subsurface mining of fossil fuels and minerals, and related activities such as coal gasification, oil shale processing, ore reduction and transport of mined commodities will create strains on the Nation's food and fiber production base, the environment, and rural communities. Forest lands of the east, grasslands and croplands of the midwest, and rangelands of the Northern Great Plains and elsewhere in the west are underlain by vast coal and mineral resources that can and will be surface mined. The potential for destruction of surface values on these and surrounding rural land is great.

Most reclamation problems from past mining occur on private land--range, forest, and farm land in rural America for which USDA historically has provided leadership in the production of agricultural commodities, land use, and conservation, and rural development. Additional problems from past mining occur on public land, a significant part of which is on the national forest system, administered by USDA.

3. Policy. The Department of Agriculture recognizes that meeting these energy needs requires disturbing some rural land. It is therefore the policy of this Department to see that this is done in a reasoned, selective and orderly manner, without sacrificing our food and fiber production base, quality of living in rural areas, or quality of the environment.

4. Program. To implement this policy, there is hereby established a USDA PROGRAM FOR RECLAMATION OF LANDS AFFECTED BY MINING (RECLAM).

The RECLAM Program is designed to provide leadership, technology, and assistance in (1) protecting land and related resources, (2) maintaining and developing agricultural production systems, (3) helping rural people, communities, and people in other economic systems deal with problems, needs, and opportunities affected by mining and related activities, and (4) identifying critical land areas that should not be disturbed.

To accomplish this goal it is necessary to coordinate the related reclamation activities of several USDA agencies in the areas of research, development and application; education; on-site technical assistance; inventory of baseline data; financial assistance; and the actual reclamation of national forest system land affected by past mining activities.

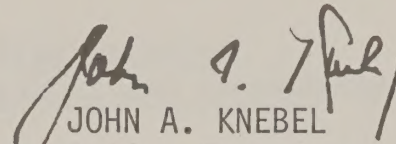
Further, since other departments and non-USDA agencies have major responsibilities for mineral management and environmental research and regulation, close working relationships and coordination will be established and maintained to insure that USDA activities are integrated into the overall national program of energy and mineral development.

5. Implementation. A Coordinating Committee for the RECLAM Program is hereby established, comprised of the administrators of the Agricultural Research Service (ARS), Agricultural Stabilization and Conservation Service (ASCS), Cooperative State Research Service (CSRS), Economic Research Service (ERS), Extension Service (ES), Forest Service (FS), and Soil Conservation Service (SCS). The Assistant Secretary for Conservation, Research and Education, (CR&E), will be an ex-officio committee member and will designate one of the members to serve as chairman. The Committee's responsibilities include:

- Outlining broad policies for conducting the total USDA effort by harmonizing individual agency activities and objectives into an overall integrated effort.
- Recommending optimum allocation of resources and coordinating agency actions to implement the highest priority elements of the Program.
- Seeking optimum cooperation and coordination with industry, all levels of government, individual land owners and citizens otherwise concerned.
- Periodically advising the Secretary of the status of the Program and bringing to his attention any major problems or policy issues.

The Coordinating Committee will be served by a Task Force comprised of one representative from each member agency as well as a representative from the Office of Management and Finance. The Task Force will relate to all aspects of the Program. In dealing with research and development it will be served by a Research and Development Work Group, comprised of representatives from ARS, CSRS, ERS, FS and SCS, and by such other work groups as may be needed from time to time. The Task Force leader and the chairman of the R&D Work Group will be appointed from the Office of the Assistant Secretary for CR&E. A staff assistant to

provide direct assistance to the chairman of the Coordinating Committee and the Task Force leader will be provided from his own agency by the chairman of the Coordinating Committee.


JOHN A. KNEBEL
Acting Secretary

U.S. DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D.C. 20250

6/8/76

SECRETARY'S MEMORANDUM NO. 1899

Quality and Weight Discrepancies
In Export Shipments of U.S. Agricultural Commodities

The Department has a vital interest in promoting U.S. agricultural products in overseas markets. A major part of the Department's effort should be directed toward maintaining foreign buyer confidence in the quality and weight of export shipments. Accordingly, a prompt and objective response to foreign buyer inquiries regarding quality or weight discrepancies in export shipments is essential to demonstrate the Department's concern for the integrity of export procedures and practices.

To implement this policy, I am assigning to the Assistant Secretary for International Affairs and Commodity Programs responsibility for handling all inquiries regarding quality or weight discrepancies in export shipments. This function will be carried out by the Foreign Agricultural Service (FAS), which is hereby designated as the central coordinating agency within the Department for handling all such inquiries regarding quality or weight discrepancies.

An Export Quality and Weight Review Group is hereby created to implement the policy outlined in this memorandum. The Assistant Administrator for Foreign Market Development, FAS, is designated Chairman of the group and his Deputy is designated Vice Chairman. The Office of the General Sales Manager, the Agricultural Marketing Service, and the Agricultural Stabilization and Conservation Service shall be represented on the group. Representatives from other agencies and program areas may be asked by the Chairman to serve on an ad hoc basis as necessary. Meetings shall be held at least weekly to review progress in expediting responses to inquiries regarding quality or weight discrepancies in export shipments and to provide coordination between agencies involved.

Agencies within USDA shall forward all inquiries received regarding quality or weight discrepancies in export shipments to the appropriate FAS International Marketing Director (depending on commodity) who shall have primary responsibility for handling such inquiries.

Agency heads should make further distribution of the information contained in this memorandum as appropriate.

The delegations of authority provided in this memorandum shall remain in effect for ninety days or until such earlier time as they are published in the Federal Register.

Earl L. Butz

U.S. DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D.C. 20250

SECRETARY'S MEMORANDUM NO. 1177

Quality and Weight Discrepancies
In Export Shipments of U.S. Agricultural Commodities

The Department has a vital interest in protecting U.S. agricultural products in overseas markets. A major part of the Department's effort should be directed toward maintaining foreign buyer confidence in the quality and weight of export shipments. Accordingly, a prompt and objective response to foreign buyer inquiries regarding quality or weight discrepancies in export shipments is essential to maintain the Department's concern for the integrity of export procedures and practices.

To implement this policy, I am assigning to the Assistant Secretary for International Affairs and Commodity Programs responsibility for handling all inquiries regarding quality or weight discrepancies in export shipments. This function will be carried out by the Foreign Agricultural Service (FAS), which is hereby designated as the central coordinating agency within the Department for handling all such inquiries regarding quality or weight discrepancies.

An Export Quality and Weight Review Group is hereby created to implement the policy outlined in this memorandum. The Assistant Administrator for Foreign Market Development, FAS, is designated Chairman of the Group and his Deputy is designated Vice Chairman. The Office of the General Sales Manager, the Agricultural Marketing Service, and the Agricultural Stabilization and Conservation Service shall be represented on the Group. Representatives from other agencies and programs may be asked by the Chairman to serve on an ad hoc basis as necessary. Meetings shall be held at least weekly to review progress in handling responses to inquiries regarding quality or weight discrepancies in export shipments and to provide coordination between agencies involved.

Agencies within USDA shall forward all inquiries received regarding quality or weight discrepancies in export shipments to the appropriate FAS International Marketing Director (depending on commodity) who shall have primary responsibility for handling such inquiries.

Agency heads should make further distribution of the information contained in this memorandum as appropriate.

The delegation of authority provided in this memorandum shall remain in effect for ninety days or until such earlier time as they are published in the Federal Register.

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D.C. 20250

obsolete

June 9 1976

SECRETARY'S MEMORANDUM NO. 1900

Cattle Industry Advisory Committee

The Department engages in a variety of activities affecting all segments of the cattle industry, from producer to consumer, and has need to draw on the knowledge and experience of industry representatives in meeting its legal responsibilities. Therefore, the Cattle Industry Advisory Committee established in 1974 is hereby renewed.

The Committee serves to advise the Secretary and other Department officials on a wide range of Department activities involving production, marketing, economic outlook, international trade, and other matters concerning cattle, beef, and related products. The objective is to gain input from representatives of all segments of the industry as guidance for USDA officials on program actions.

The Assistant Secretary for Marketing and Consumer Services will be the Chairman to whom the Committee shall report. The Administrator of the Agricultural Marketing Service will be the Vice-Chairman, and the Administrator of the Foreign Agricultural Service will be Associate Vice-Chairman.

The Director of the Livestock Division, Agricultural Marketing Service, will be the Executive Secretary, and the Livestock Division will be responsible for providing necessary staff support for the Committee.

Committee members will be appointed by the Secretary. The membership will be balanced in terms of different interests and different geographic areas. It will include members selected to represent cattle breeders and feeders, meatpackers and processors, retailers and other handlers, consumers, and those with related interests such as educational and research workers. The Committee will meet approximately once each year at the call of the Chairman. The Chairman or his designee shall represent the Department of Agriculture at each meeting and shall perform the duties and responsibilities set forth in Section 10 (e) and (f) of Public Law 92-463.

The duties of the Committee shall be to provide advice on current problems as they affect Department programs and actions. Continuation of the Committee to gain input which represents the combined expertise of industry leaders is in the public interest because of the widespread impact of Department actions on all segments of the industry.

The estimated annual operating costs are \$10,000, and man-years of staff support are approximately 0.2. The duties of the Committee cannot be

reasonably completed in less than 2 years. The Committee shall terminate 2 years from the date of this Memorandum unless a determination is made, not more than 60 days prior to that date, that its continued existence is in the public interest.

This Memorandum also serves as the charter for the Cattle Industry Advisory Committee.

Secretary's Memorandum No. 1843, dated July 3, 1974, is hereby superseded.

Earl L. Butz
Secretary of Agriculture

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D. C. 20250

August 27, 1976

SECRETARY'S MEMORANDUM NO. 1901

Advisory Committee on Nutrition Evaluation

Section 17 of the Child Nutrition Act of 1966, as amended by Public Law 94-105, directs the establishment of an advisory committee on nutrition evaluation and authorizes the Secretary of Agriculture to appoint members thereto. There is hereby established the Advisory Committee on Nutrition Evaluation.

The purpose of the Advisory Committee is to determine and recommend in detail how, using accepted scientific methods, the health benefits of the Special Supplemental Food Program may best be evaluated and assessed.

The duties of the Committee are to study the methods available to evaluate successfully and economically, in part or in total, the health benefits of the Special Supplemental Food Program. The Committee's study shall consider the usefulness of the medical data collected and the methodology used by the Department of Agriculture and the Comptroller General of the United States prior to March 30, 1975. The study shall also include the applicability to an evaluation of the Special Supplemental Food Program of other Federal and State health, welfare, and nutrition assessment and surveillance projects currently being conducted.

The Committee is composed of 15 members appointed by the Secretary. As provided in the Act, the Committee is composed of representatives from the Maternal and Child Health Division of the Department of Health, Education and Welfare, the Center for Disease Control, the Association of State and Territorial Public Health Nutrition Directors, the American Academy of Pediatrics, the National Academy of Science-National Research Council, the American Dietetic Association, the American Public Health Association, and the Public Health Service. The Secretary of Agriculture has designated two members of the USDA and four additional members of the medical community to serve on the Committee. The Committee Chairman shall be Dr. Nathan Smith of the University of Washington Medical School. The Vice-Chairman shall be Dr. Fred Shank of the Food and Nutrition Service. The Executive Secretary shall be Ms. Paula Lynch of the Food and Nutrition Service.

Eight members shall constitute a quorum and a vacancy on the Committee shall not affect its powers.

The Food and Nutrition Service will seek a balanced membership on the Advisory Committee, taking into account the technical nature of the Committee's work. Representatives of both the academic and medical communities will serve.

The Committee reports to the Secretary. The Food and Nutrition Service provides the Committee with such technical and other assistance, including secretarial and clerical assistance, as may be required to carry out its functions under this Act.

Members of the Committee serve without compensation but receive reimbursement for necessary travel and subsistence expenses incurred by them in the performance of the duties of the Committee.

The Advisory Committee shall meet three times and report its study to the Secretary no later than February 1, 1977. The Secretary shall submit a final report to the Congress based on the Committee's study by May 1, 1977.

The Advisory Committee on Nutrition Evaluation shall be terminated on October 1, 1977. ✓

Annual operating costs are estimated at \$37,190, with .23 man-years devoted to administrative support.

This Memorandum serves as the charter for the Advisory Committee on Nutrition Evaluation.

Earl L. Butz
Secretary of Agriculture

UNITED STATES DEPARTMENT OF AGRICULTURE

Office of the Secretary
Washington, D.C. 20250

September 13, 1976

SECRETARY'S MEMORANDUM NO. 1902

Committee on Food Safety and Quality

Secretary's Memorandum No. 1890, January 7, 1976, abolished the Committee on Food Safety and Quality which had been established by Secretary's Memorandum No. 1695, Supplement 6, Revised, February 8, 1974. The purpose of this Memorandum is to reestablish that Committee in order to coordinate the Department's activities and responsibilities in the national effort to maintain an adequate supply of wholesome, high quality food.

Background. The increased attention being given to environmental problems has been accompanied by a growing concern about foods. The maintenance of high standards of food safety and quality has long been and will continue to be of vital concern and primary responsibility to the Department.

Although considerable progress has been made, the Department will continue to strengthen those activities designed to insure wholesomeness of foods. Important problems of food safety include, but are not limited to, those arising from microbial contamination and toxins; food and feed additives and drugs; and various types of environmental residues. The Department will also maintain strong emphasis on informative labeling of foods and expand activities to inform consumers on Department programs concerning food safety and quality.

Objectives. The objectives of the Committee are to (1) promote continuing awareness within the Department of the importance of food safety and quality in carrying out the assigned missions of Department agencies; (2) provide a continuing mechanism for cooperation and coordination between agencies within the Department and with other Federal departments; and (3) serve as a focal point in the Department for information exchange with public and private organizations and consumers in matters of food safety and quality.

Functions. The Committee will advise the Secretary, through the Assistant Secretary for Marketing and Consumer Services, on department-wide activities as they relate to food safety and quality. In addition, it will consider areas in which further studies or action may be required by the Department.

These may include (1) recommendations to the Department or agencies of the Department on initiation, implementation, or modification of Department policy or programs involving the wholesomeness or quality of food; and (2) coordination within the Department and with other agencies of broad consumer education and information programs concerning food wholesomeness or quality, including the existing interagency effort to increase communication with consumers on food safety.

Membership. The Chairman of the Committee will be the Assistant Secretary for Marketing and Consumer Services or his designee.

The following agencies will designate a member and alternate to the Committee. The member, or alternate, will participate fully in Committee activities and have authority to speak for his agency on food safety matters.

Agricultural Marketing Service
Agricultural Research Service
Animal and Plant Health Inspection Service
Economic Research Service
Cooperative State Research Service
Extension Service
Food and Nutrition Service

Agency representatives will be called upon to provide or arrange for information and staff assistance for the Committee as may be needed to deal effectively with Department-level or interagency activities and reports involving the programs and responsibilities of their agencies.

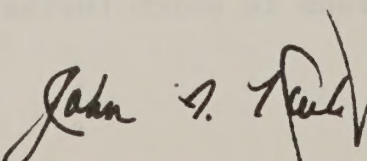
Other agencies and offices of the Department may be asked to participate from time to time on Committee matters of concern to them.

Liaison representatives from the Food and Drug Administration, Environmental Protection Agency, National Academy of Sciences, and other agencies or individuals may be invited by the Chairman to attend Committee meetings.

The Food Safety and Quality Committee will organize ad hoc work groups, as necessary, from Department agencies and offices to deal with specific subject matters relating to food safety and quality.

Regular staff support services for the Committee will be provided from the Animal and Plant Health Inspection Service.

The Committee will meet quarterly or more frequently upon call of the Chairman.


Acting Secretary of Agriculture

UNITED STATES DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
WASHINGTON, D. C. 20250

June 8, 1978

SECRETARY'S MEMORANDUM NO. 1902, SUPPLEMENT 1

Committee on Food Safety and Quality

The purpose of this supplement is to effect certain revisions concerning the operation of the Committee on Food Safety and Quality. The revisions are as follows:

1. Functions. The Committee will advise the Secretary through the Assistant Secretary for Food and Consumer Services in place of the former Assistant Secretary for Marketing and Consumer Services.

2. Membership.

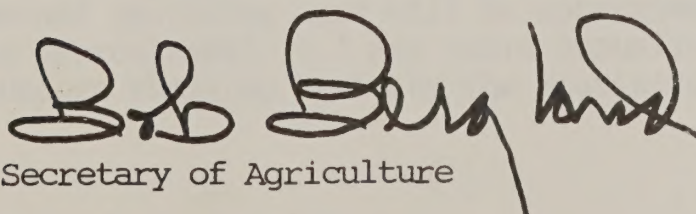
a. The Chairman of the Committee will be the Assistant Secretary for Food and Consumer Services or a designee in place of the former Assistant Secretary for Marketing and Consumer Services.

b. Agencies designating a member and alternate to the Committee will be as follows:

Food Safety and Quality Service
Science and Education Administration
Animal and Plant Health Inspection Service
Economics, Statistics, and Cooperatives Service
Agricultural Marketing Service
Food and Nutrition Service

These organizational nomenclatures replace certain of those described in Secretary's Memorandum No. 1902.

Regular staff support services for the Committee will be provided from the Food Safety and Quality Service in place of the Animal and Plant Health Inspection Service.


Secretary of Agriculture

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UNITED STATES DEPARTMENT OF AGRICULTURE

OFFICE OF THE SECRETARY

WASHINGTON, D. C. 20250

SECRETARY'S MEMORANDUM NO. 1903

SEPTEMBER 23, 1976

obsolete

Joint American Statistical Association
- American Agricultural Economics Association
Advisory Committee on Agricultural Statistics

The Joint American Statistical Association - American Agricultural Economics Association Advisory Committee on Agricultural Statistics, hereinafter called the Joint Advisory Committee on Agricultural Statistics, is hereby established.

This memorandum also serves as the charter for the Joint Advisory Committee on Agricultural Statistics. The purpose of the Committee is to advise on the statistical reporting programs and economic data series of the Statistical Reporting Service and the Economic Research Service, and the Committee function is solely advisory. The objective for the Committee is to apply the experience and expertise of its members to form collective judgments concerning the content and concepts for the agriculture data collected and the statistics and economic data issued by these two agencies. The duties of the Committee are to provide its advice to the Administrators of the Statistical Reporting Service and the Economic Research Service relative to their agriculture statistics programs. The Committee will review the programs and advise on program content, concepts, definitions, scheduling and techniques.

The Committee shall be composed of six members, three who are members of the American Agricultural Economics Association (AAEA) and three who are members of the American Statistical Association (ASA). Committee members shall be nominated by the respective Presidents of these Associations and appointed by the Secretary. Thus, membership on the Committee would be composed of individuals distinguished by their knowledge and interest in agriculture and statistics.

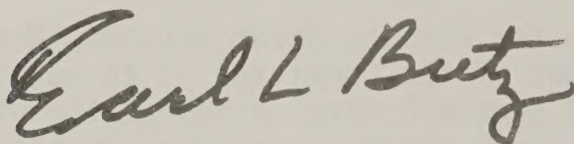
A Chairperson and Chairperson-Elect will be elected by the Committee for one-year terms. These two positions shall alternate annually between the AAEA and ASA. The Committee will report to the Director, Agricultural Economics. The Assistant Director, Research Division, Statistical Reporting Service, shall serve as executive secretary and shall attend all meetings.

The members shall serve without compensation except for reimbursement for transportation and per diem expenses.

It is anticipated that the Committee will meet once or twice annually. Annual operating cost will be approximately \$4,000, and staff support will be approximately 0.1 man years annually. The operating costs and staff support shall be borne by the Statistical Reporting Service.

The establishment of this Committee is clearly in the public interest because no existing committee can perform these functions, and it is advantageous to the Department to have the views of these two professional associations in formulating both its short and long-term program plans.

The Committee shall terminate two years from the date of this memo, subject to determination by the Secretary not more than sixty (60) days prior to the termination date that continuation of the Committee is in the public interest.



Earl L. Butz
Secretary

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D.C. 20250

OCTOBER 19, 1976

SECRETARY'S MEMORANDUM NO. 1904

USDA Participation in a National Agricultural
Pesticide Impact Assessment Program

1. Purpose. The purpose of this memorandum is to establish a program for managing and coordinating USDA activities related to impact assessments of pesticides.
2. Background. Agriculture is confronted with important issues on the use of pesticides. The Environmental Protection Agency (EPA) must by law review all existing pesticide registrations and make reregistration decisions by October 21, 1977. EPA regulations on pesticide registration under the Federal Insecticide, Fungicide and Rodenticide Act, as amended, establish a "Rebuttable Presumption Against Registration" (RPAR) procedure whereby pesticides which meet or exceed certain risk criteria must undergo a detailed evaluation of the benefits from use of the pesticide. Pesticides subject to a RPAR will not be reregistered until it is determined that the benefits exceed any risks associated with the use of the pesticide.

The Department of Agriculture has responsibilities for contributing to the EPA decision-making process on pesticide regulation. Adequate data and objective interpretations about benefits and risks of pesticides are required to meet these responsibilities.

3. Policy. Pesticides are essential to meet the Nation's needs for food, natural fibers, and wood products, and for protecting human health and managing natural resources. However, chemical pesticides must be used wisely and safely. They must only be used within reasonable limits of any undesirable effects on human health, food safety, and environmental quality. It is, therefore, the policy of the Department of Agriculture to promote informed decisions on pesticides that significantly benefit man now and in the future.
4. Program. To implement this policy the Department of Agriculture will participate in a NATIONAL AGRICULTURAL PESTICIDE IMPACT ASSESSMENT PROGRAM.

Over time, the Program is designed to achieve some technical review of all crop, livestock and forestry related pesticides on the EPA list for "Rebuttable Presumption Against Registration", plus comprehensive assessment of a number of the most important pesticides

for crops, livestock and forestry. The assessments will be based largely on existing data and on review of environmental and human health risk assessments made by EPA. However, there will be new, but limited biological research, economic data collection and analysis, and environmental risk assessment.

To accomplish these objectives, it is necessary for USDA agencies to coordinate and jointly participate in pesticide impact assessments -- not only among themselves but in cooperation with universities, agricultural components of State governments, EPA, and other involved organizations.

5. Implementation. A Steering Committee for USDA participation in the Program is hereby established. Assistant Administrator or higher-ranking officials from the Animal and Plant Health Inspection Service (APHIS), Agricultural Research Service (ARS), Cooperative State Research Service, (CSRS), Economic Research Service (ERS), Extension Service (ES), Forest Service (FS) and a representative from the Office of the General Counsel (OGC) will be members. The Coordinator of Environmental Quality Activities will serve as Chairman and the Pesticides Coordinator as Executive Secretary. This Committee will ensure that appropriate cooperative working relationships are developed and established within the Department and between the Department and universities, agricultural components of State governments, EPA and other involved organizations. Such cooperation is essential to the success of the Program.

The Steering Committee will be served by a Technical Advisors Group with representation from appropriate program agencies and OGC.

Pesticide Impact Assessment Teams, with inputs from appropriate USDA agencies, will be formed for individual pesticides or groups of related pesticides that are selected for impact assessment. The Teams will conduct the actual assessments.

The Steering Committee, its Technical Advisors Group and the Pesticide Impact Assessment Teams will function under the aegis of the Environmental Quality Committee established by Secretary's Memorandum No. 1890.

Within USDA, the Program will function under the terms of a general memorandum of understanding to be developed and agreed upon by all of the agencies with representation on the Steering Committee.

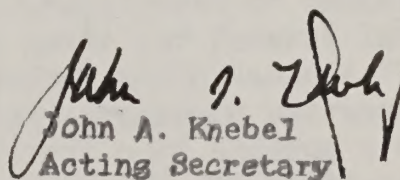
Within the framework of the general memorandum of understanding, specific subagreements will be developed to describe in detail arrangements for Team leadership, responsibilities and resource availability of each agency, time frame for completing work, arrangements for reporting results and so on.

6. Duration. The Pesticide Impact Assessment Program as currently envisioned will require a substantial amount of resources and a considerable length of time.

The Program is new. It must be able to react to new circumstances. It must seek to make the best possible use of funds and personnel.

Because of the numerous uncertainties associated with this new undertaking, and the need to evolve the best possible procedures within USDA and working relationships between this Department and other organizations, this memorandum will terminate nine months after the date of issuance.

A report to the Secretary describing the experiences with the Program to date and making recommendations for the future shall be submitted by the Steering Committee in time to take appropriate action regarding this memorandum prior to its expiration date.


John A. Knebel
Acting Secretary

6. Duration. The Festival Festival Program as currently scheduled will require a substantial amount of resources and a considerable amount of time.

The Program is new. It must be able to stand on its own merits. It must seek to make the best possible use of funds and personnel.

Because of the numerous uncertainties associated with this new undertaking, and the need to evaluate the Festival's progress with regard to its working relationship between the Festival and other organizations, this memorandum will continue to be revised after the date of January.

A report to the Board, describing the progress of the Festival to date and making recommendations for the future, will be submitted by the Festival Committee in time to take appropriate action regarding this memorandum prior to its completion date.

Handwritten signature and initials

UNITED STATES DEPARTMENT OF AGRICULTURE

OFFICE OF THE SECRETARY

WASHINGTON, D. C. 20250

July 28, 1977

Distributed By AMS, AS,
Directives Branch
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SECRETARY'S MEMORANDUM NO. 1904, REVISED

USDA Participation in a National Agricultural
Pesticide Impact Assessment Program

1. Purpose. The purpose of this memorandum is to establish a program for managing and coordinating USDA/State activities related to impact assessments of pesticides.
2. Background. Agriculture is confronted with important issues on the use of pesticides. The Environmental Protection Agency (EPA) must by law review all existing pesticide registrations to determine whether such registrations should be reregistered or cancelled. EPA regulations on pesticide registration under the Federal Insecticide, Fungicide and Rodenticide Act, as Amended, established a "Rebuttable Presumption Against Registration" (RPAR) procedure whereby pesticides which meet or exceed certain risk criteria must undergo a detailed evaluation, including the benefits from use of the pesticide. At present, pesticides subject to a RPAR will not be reregistered until it is determined that the benefits exceed the identified risks associated with the use of the pesticides.

Under the Federal Insecticide, Fungicide, and Rodenticide Act and the Memorandum of Understanding with EPA, the Department of Agriculture has responsibilities for contributing to the EPA decision-making process on pesticide regulation. Information and objective interpretations about benefits and risks of pesticides are required to meet these responsibilities.

3. Policy. Pesticides are essential to meet the Nation's needs for food, natural fibers and wood products, regulatory purposes, and for protecting human health and managing natural resources. Chemical pesticides must be used wisely and safely. They must only be used within reasonable limits of any undesirable effects on human health, food safety, and environmental quality. It is, therefore, the policy of the Department of Agriculture to promote informed decisions on pesticides that significantly benefit humans now and in the future without causing unreasonable adverse effects on the environment.
4. Program. To implement this policy the Department of Agriculture will participate in a coordinated Federal/State NATIONAL AGRICULTURAL PESTICIDE IMPACT ASSESSMENT PROGRAM.

The Program is designed to achieve varying degrees of technical review of all crop, livestock, forestry, and other agriculturally related pesticides announced by the EPA for "Rebuttable Presumption Against Registration," plus comprehensive assessment of a number of the more critical pesticide uses. The assessments will be based largely on existing information and on review of environmental and human health risk assessments made by EPA. There will be new, but limited biological research, economic information collection and analysis, and environmental risk assessment conducted by USDA/States.

To accomplish these objectives, it is necessary for USDA agencies to coordinate and jointly participate in pesticide impact assessments--not only among themselves, but in cooperation with universities, agricultural components of State governments, EPA, and other concerned organizations.

5. Implementation. A Steering Committee for USDA/State participation in the Program is hereby reestablished. Assistant Administrator or higher ranking officials from the Animal and Plant Health Inspection Service (APHIS), Agricultural Research Service (ARS), Cooperative State Research Service (CSRS), Economic Research Service (ERS), Extension Service (ES), Forest Service (FS), a representative of the Extension Committee on Organization and Policy (ECOP), a representative of the Experiment Station Committee on Organization and Policy (ESCOP), and a representative from the Office of the General Counsel (OGC) will be members. The USDA Coordinator of Environmental Quality Activities will serve as Chairman and the Pesticide Coordinator as Executive Secretary. This Committee will ensure that appropriate cooperative working relationships are developed and established within the Department and between the Department and universities, agricultural components of State governments, EPA, and other concerned organizations. Such cooperation is essential to the success of the Program.

The Steering Committee will be served by a Technical Advisory Group with representation from appropriate program agencies and OGC. The Steering Committee may appoint ad hoc work groups as necessary to carry out special assignments.

Pesticide Impact Assessment Teams, with inputs from appropriate USDA agencies, the States, and others will be formed for individual pesticides or groups of related pesticides that are selected by the Steering Committee for impact assessment. The Teams will conduct the actual assessments. The Steering Committee, its Technical Advisory Group, and the Pesticide Impact Assessment Teams will function under the aegis of the Environmental Quality Committee established by Secretary's Memorandum No. 1890.

Within USDA, the Program functions under the terms of the general memorandum of understanding signed by the agencies with representation on the Steering Committee.

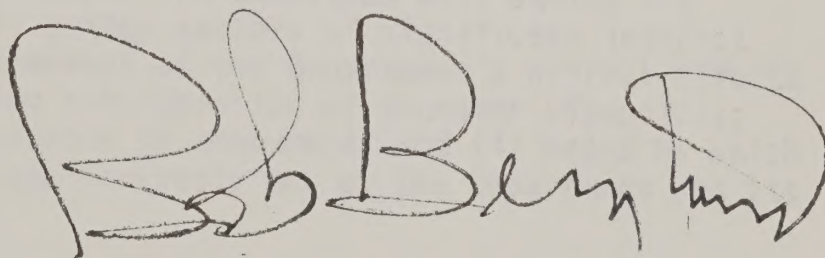
Within the framework of the general memorandum of understanding, specific subagreements have been developed to describe in detail arrangements for assessment team leadership, responsibilities and resource availability of each agency, time frame for completing work, and arrangements for reporting results.

6. Duration. The Pesticide Impact Assessment Program will require a substantial amount of resources and is expected to continue for many years based on statements made by EPA regarding the reregistration program.

Flexibility of the Program must be maintained in order to deal with changes, particularly EPA schedules and policy. It is essential that the Program make the best possible use of funds and personnel.

A report to the Secretary describing the experiences with the Program to date and making recommendations for the future shall be submitted by the Steering Committee prior to the end of each fiscal year.

7. This memorandum supersedes Secretary's Memorandum No. 1904, dated October 19, 1976.

A handwritten signature in dark ink, appearing to read "Bob Bergman". The signature is stylized with large, sweeping loops for the letters "B" and "B", and a more fluid, cursive style for the rest of the name.

Secretary of Agriculture

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UNITED STATES DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
WASHINGTON, D.C. 20250

October 22, 1976

SECRETARY'S MEMORANDUM NO. 1905

National Consumer Advisory Committee

In April of 1975, the President directed each of the Departments and Agencies of the Executive Branch to analyze their entire decision-making process to determine how additional consumer involvement could make Federal Agencies more responsive to the needs of the American consumer. In direct response to the President's concern and to insure that consumer interests are well represented in this Department, there is hereby established a National Consumer Advisory Committee. Establishment of this Committee is in the public interest in connection with the performance of duties imposed on the Department by law. Subcommittees shall be established as necessary. The Committee will advise the Secretary with respect to (1) policy matters of significant interest to consumers; (2) the effectiveness of the Department's overall efforts with respect to expression and consideration of consumer viewpoints; (3) problems of primary importance to consumers; and (4) means by which unmet consumer needs can be appropriately met by the Department and its Agencies.

The Committee will report to the Secretary through the Assistant Secretary for Marketing and Consumer Services who will serve as the Chairman. The Special Assistant to the Secretary for Consumer Affairs will serve as Vice Chairman and Executive Secretary. She will be assisted by the committee management staff of the Agricultural Marketing Service which will be responsible for reporting and recordkeeping requirements as they relate to this Committee. Members will be appointed by the Secretary and will be representative of diverse geographical areas and economic levels. In addition, members will be selected from various institutions and groups including the following--Government, foundations, education, professional associations, consumer groups, consumers at large, and consumer media.

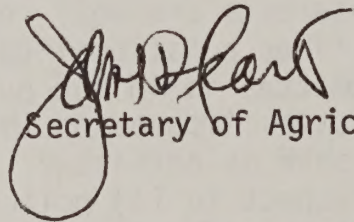
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Funds will be available for reimbursement of travel and per diem expenses in accordance with applicable regulations of the Department. Travel expenses of non-Federal members of the Committee will be borne by the various USDA agencies.

The Committee will meet at least two times a year at an estimated annual operating cost of \$16,000 and .3 man-years of staff support. Necessary staff support for the Committee will be provided by the Special Assistant to the Secretary for Consumer Affairs and the Agricultural Marketing Service. The Committee will terminate two years from the date of this Memorandum.

This Memorandum will also serve as the charter for the Committee.

Acting


Secretary of Agriculture

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D.C. 20250

September 22, 1976

SECRETARY'S MEMORANDUM NO. 1906

National Advisory Council on Maternal, Infant and Fetal Nutrition

Section 17 of the Child Nutrition Act of 1966, as amended by Public Law 94-105, establishes the National Advisory Council on Maternal, Infant and Fetal Nutrition and authorizes the Secretary of Agriculture to appoint members thereto.

It shall be the function of the Council to make a continuing study of the operation of the Special Supplemental Food Program and any related Act under which diet supplementation is provided to women, infants, and children, with a view to determining how such programs may be improved. The duties of the Council are to submit to the President and the Congress annually a written report of the results of its study together with such recommendations for administrative and legislative changes as it deems appropriate. The Council was established by Congress to carry out the above functions on a continuing basis.

The Council is composed of 15 members appointed by the Secretary. As provided by the Act, one member is a State director of the Special Supplemental Food Program, one member is a State fiscal director for the Special Supplemental Food Program (or the equivalent thereof), one member is a State health officer (or equivalent thereof), one member is a project director of a Special Supplemental Food Program in an urban area, one member is a project director of a Special Supplemental Food Program in a rural area, one member is a State public health nutrition director (or equivalent thereof), two members are parent recipients of the Special Supplemental Food Program, one member is a pediatrician, one member is an obstetrician, one member is a person involved at the retail sales level of food in the Special Supplemental Food Program, two members are officers or employees of the Department of Health, Education, and Welfare, specially qualified to serve on the Council because of their education, training, experience, and knowledge in matters relating to maternal, infant, and fetal nutrition, and two members are officers or employees of the Department of Agriculture, specially qualified because of their education, training, experience, and knowledge in matters relating to maternal, infant, and fetal nutrition.

The eleven members of the Council appointed from outside the Department of Agriculture and the Department of Health, Education, and Welfare are appointed for terms of three years, except that the nine members first appointed to the Council are appointed as follows:

COMMITTEES

(National Advisory Council on Maternal, Infant and Fetal Nutrition)

three members are appointed for terms of three years, three members are appointed for terms of two years, and three members are appointed for terms of one year. Thereafter all appointments are for a term of three years, except that a person appointed to fill an unexpired term shall serve only for the remainder of such term. Members appointed from the Department of Agriculture and the Department of Health, Education, and Welfare serve at the pleasure of the Secretary of Agriculture.

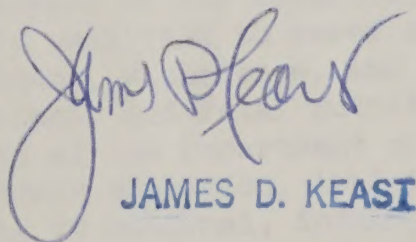
The Chairman of the Council shall be Richard L. Feltner, Assistant Secretary for Marketing and Consumer Services, USDA. The Vice-Chairman shall be P. Royal Shipp, Acting Administrator, Food and Nutrition Service, USDA. The Executive Secretary shall be Ms. Paula Lynch, Special Supplemental Food Division, Food and Nutrition Service, USDA. The Council shall meet at the call of the Chairman. Eight members shall constitute a quorum and a vacancy on the Council shall not affect its powers.

The Food and Nutrition Service of the U. S. Department of Agriculture provides the Council with such technical and other assistance, including secretarial and clerical assistance, as may be required to carry out its functions under the Act.

Members of the Council serve without compensation but receive reimbursement for necessary travel and subsistence expenses incurred by them in the performance of the duties of the Council.

The Council will meet three times annually, and report its study to the President and the Congress by the end of each fiscal year. Annual operating costs are estimated at \$21,600, with .3 man-years devoted to administrative support.

This Memorandum serves as the charter for the National Advisory Council on Maternal, Infant and Fetal Nutrition.


JAMES D. KEAST

Acting Secretary of Agriculture

three members are appointed for terms of three years, three members are appointed for terms of two years, and three members are appointed for terms of one year. Hereafter all appointments are for a term of three years, except that a person appointed to fill an unexpired term shall serve only for the remainder of such term. Members appointed from the Department of Agriculture and the Department of Health, Education, and Welfare serve at the pleasure of the Secretary of Agriculture.

The Chairman of the Council shall be Richard L. Felner, Assistant Secretary for Marketing and Consumer Services, USDA. The Vice-Chairman shall be P. Royal Shoop, Acting Administrator, Food and Nutrition Service, USDA. The Executive Secretary shall be Mr. Paul Lynch, Special Supplemental Food Division, Food and Nutrition Service, USDA. The Council shall meet at the call of the Chairman. Eight members shall constitute a quorum and a vacancy on the Council shall not affect its powers.

The Food and Nutrition Service of the U. S. Department of Agriculture provides the Council with such technical and other assistance, including secretarial and clerical assistance, as may be required to carry out its functions under the Act.

Members of the Council serve without compensation but receive reimbursement for necessary travel and subsistence expenses incurred by them in the performance of the duties of the Council.

The Council will meet three times annually, and report its study to the President and the Congress by the end of each fiscal year. Annual operating costs are estimated at \$1,400, with 2 man-years devoted to administrative support.

This Memorandum serves as the charter for the National Advisory Council on Maternal, Infant and Fetal Nutrition.

JAMES D. KEASI

Acting Secretary

UNITED STATES DEPARTMENT OF AGRICULTURE

OFFICE OF THE SECRETARY

WASHINGTON, D. C. 20250

USDA ERS NEAD
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June 29, 1977

SECRETARY'S MEMORANDUM NO. 1906, REVISED

National Advisory Council on Maternal, Infant and Fetal Nutrition

Section 17 of the Child Nutrition Act of 1966, as amended by Public Law 94-105, establishes the National Advisory Council on Maternal, Infant and Fetal Nutrition and authorizes the Secretary of Agriculture to appoint members thereto.

It shall be the function of the Council to make a continuing study of the operation of the Special Supplemental Food Program and any related Act under which diet supplementation is provided to women, infants, and children, with a view to determining how such programs may be improved. The duties of the Council are to submit to the President and the Congress annually a written report of the results of its study together with such recommendations for administrative and legislative changes as it deems appropriate. The Council was established by Congress to carry out the above functions on a continuing basis.

The Council is composed of 15 members appointed by the Secretary. As provided by the Act, one member is a State director of the Special Supplemental Food Program, one member is a State fiscal director for the Special Supplemental Food Program (or the equivalent thereof), one member is a State health officer (or equivalent thereof), one member is a project director of a Special Supplemental Food Program in an urban area, one member is a project director of a Special Supplemental Food Program in a rural area, one member is a State public health nutrition director (or equivalent thereof), two members are parent recipients of the Special Supplemental Food Program, one member is a pediatrician, one member is an obstetrician, one member is a person involved at the retail sales level of food in the Special Supplemental Food Program, two members are officers or employees of the Department of Health, Education, and Welfare, specially qualified to serve on the Council because of their education, training, experience, and knowledge in matters relating to maternal, infant, and fetal nutrition, and two members are officers or employees of the Department of Agriculture, specially qualified because of their education, training, experience, and knowledge in matters relating to maternal, infant, and fetal nutrition.

The eleven members of the Council appointed from outside the Department of Agriculture and the Department of Health, Education, and Welfare are appointed for terms of three years, except that the nine members first appointed to the Council are appointed as follows:

three members are appointed for terms of three years, three members are appointed for terms of two years, and three members are appointed for terms of one year. Thereafter all appointments are for a term of three years, except that a person appointed to fill an unexpired term shall serve only for the remainder of such term. Members appointed from the Department of Agriculture and the Department of Health, Education, and Welfare serve at the pleasure of the Secretary of Agriculture.

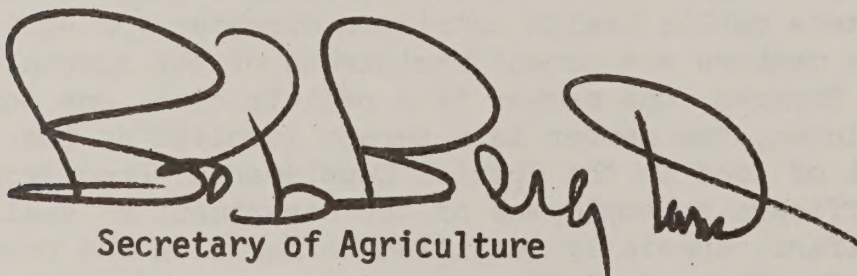
The Chairman of the Council shall be the Assistant Secretary of Agriculture for Food and Consumer Services. The Vice-Chairman shall be the Administrator of the Food and Nutrition Service, USDA. The Executive Secretary shall be a member of the Special Supplemental Food Division, Food and Nutrition Service, USDA. The Council shall meet at the call of the Chairman. Eight members shall constitute a quorum and a vacancy on the Council shall not affect its powers.

The Food and Nutrition Service of the U. S. Department of Agriculture provides the Council with such technical and other assistance, including secretarial and clerical assistance, as may be required to carry out its functions under the Act.

Members of the Council serve without compensation but receive reimbursement for necessary travel and subsistence expenses incurred by them in the performance of the duties of the Council.

The Council will meet three times annually, and report its study to the President and the Congress by the end of each fiscal year. Annual operating costs are estimated at \$21,600, with .3 man-years devoted to administrative support.

This Memorandum serves as the charter for the National Advisory Council on Maternal, Infant and Fetal Nutrition. Secretary's Memorandum No. 1906, dated September 22, 1976 is hereby superseded.



Secretary of Agriculture

UNITED STATES DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
WASHINGTON, D. C. 20250

January 22, 1979

SECRETARY'S MEMORANDUM NO. 1906 (Revised)

National Advisory Council on Maternal, Infant and Fetal Nutrition

Section 17 of the Child Nutrition Act of 1966, as amended by Public Law 95-627, establishes the National Advisory Council on Maternal, Infant and Fetal Nutrition and authorizes the Secretary of Agriculture to appoint members thereto.

It shall be the function of the Council to make a continuing study of the operation of the Special Supplemental Food Program for Women, Infants and Children (WIC) and related programs such as the Commodity Supplemental Food Program (CSFP) to determine how the programs may be improved. The Council shall submit a written report once every two years to the President and the Congress beginning with the fiscal year ending September 30, 1980. This report shall contain the results of the Council's study and recommendations for administrative and legislative changes in program operations as the Council deems appropriate. The Council was established by Congress to carry out the above functions on a continuing basis.

The Council is composed of 21 members appointed by the Secretary. One member is a State director of the Special Supplemental Food Program; one member is a State official responsible for a Commodity Supplemental Food Program under Section 1304 of the Food and Agriculture Act of 1977; one member is a State fiscal officer of the Special Supplemental Food Program (or the equivalent thereof); one member is a State health officer (or the equivalent thereof); one member is a local agency director of the Special Supplemental Food Program in an urban area; one member is a local agency director of the Special Supplemental Food Program in a rural area; one member is a project director of a Commodity Supplemental Food Program; one member shall be a State public health nutrition director (or the equivalent thereof); one member is a representative of an organization serving migrants; one member is an official from a State agency predominately serving Indians; three members are parent participants of the Special Supplemental Food Program or the Commodity Supplemental Food Program; one member is a pediatrician; one member is an obstetrician; one member is a representative of a nonprofit public interest organization that has experience with and knowledge of the Special Supplemental Food Program; one member is a person involved at the retail sales

level of food in the Special Supplemental Food Program; two members are officials of the Department of Health, Education and Welfare appointed by the Secretary of Health, Education and Welfare; and two members are officials of the Department of Agriculture appointed by the Secretary. To the extent practicable, the Council will have ethnic, racial and sexual balance.

Members of the Council appointed from outside the Department of Agriculture and the Department of Health, Education and Welfare are appointed for terms not to exceed three years. State and local officials serve only during their official tenure, and the tenure of parent participants will not exceed two years. Persons appointed to complete an unexpired term serve only for the remainder of such term. Members appointed from the Department of Agriculture and the Department of Health, Education and Welfare serve at the pleasure of the Secretary of Agriculture.

The Chairperson of the Council shall be the Assistant Secretary of Agriculture for Food and Consumer Services. The Vice-Chairperson shall be the Administrator of the Food and Nutrition Service, USDA. The Executive Secretary shall be the Director of the Supplemental Food Programs Division, Food and Nutrition Service, USDA. The Council shall meet at the call of the Chairperson but shall meet at least once a year. Eleven members shall constitute a quorum and a vacancy on the Council shall not affect its powers.

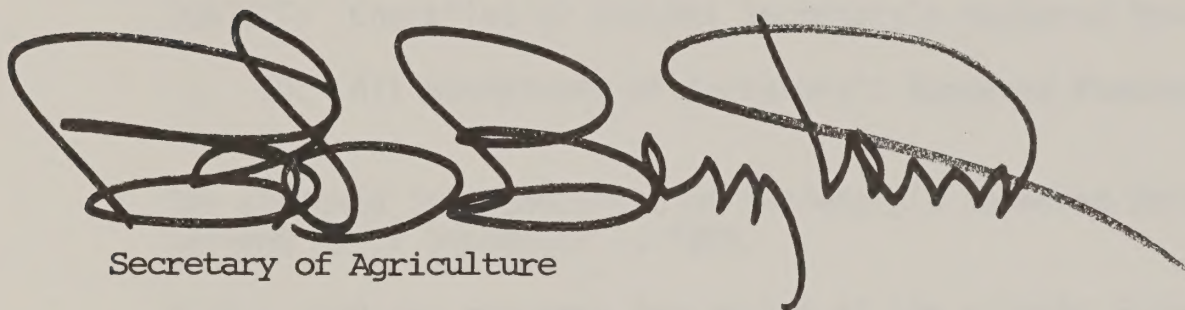
The Food and Nutrition Service of the U.S. Department of Agriculture provides the Council with such technical and other assistance, including secretarial and clerical assistance, as may be required to carry out its functions under the Act.

Members of the Council will serve without compensation but will receive reimbursement for necessary travel and subsistence expenses incurred by them in the performance of the duties of the Council. Parent participant members of the Council, in addition to reimbursement for necessary travel and subsistence, will, at the discretion of the Secretary, be compensated in advance for other personal expenses related to participation on the Council, such as child care expenses and lost wages during scheduled Council meetings.

The estimated annual operating costs for the Council are as follows: \$3,600 in Federal funds for direct support of the operation of the Council; 1.8 person years at a cost of \$46,800 incurred by Federal agencies for assisting in the operation of the Council; \$31,600 in Federal funds for travel expenses for Advisory Council members and Federal employees to attend Council meetings; and \$50,000 in salary expenses which will be incurred

by sources outside the Government during Council members' attendance at meetings. The estimate of annual operating costs includes all public and private funds to be spent by or on behalf of the Council.

This Memorandum serves as the charter for the National Advisory Council on Maternal, Infant and Fetal Nutrition. Secretary's Memorandum No. 1906 (Revised), dated June 29, 1977, is hereby superseded.

A large, stylized handwritten signature in dark ink, featuring several loops and a long, sweeping horizontal stroke at the end.

Secretary of Agriculture

UNITED STATES DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
WASHINGTON, D.C. 20250

OFFICE OF OPERATIONS

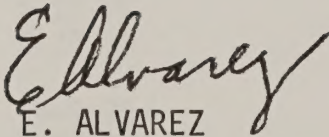
OCT 7 1976

SUBJECT: Checklist of Current Secretary's Numbered Memoranda

TO: All Recipients of Secretary's Numbered Memoranda

The attached is a checklist of Secretary's Numbered Memoranda current as of September 1, 1976.

Please send any requests for copies of the current Secretary's Numbered Memoranda to the Office of Operations, Management Analysis and Composition Branch, Room 1535-S, Washington, D.C. 20250. Telephone requests or inquiries may be made to (202) 447-9215.



E. ALVAREZ
Director

Attachment

UNITED STATES DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
WASHINGTON 25, D.C.

UNIT OF OPERATIONS

OUT 1 246

SUBJECT: Control of Curative Secretary's Personal Information

TO: All Departments of Secretary's Personal Information

The following is a summary of the Secretary's Personal Information
Control of Department 1-100.

It is requested that the Secretary's Personal Information
Control be maintained in the Office of the Secretary, Department
1-100, and that the Secretary's Personal Information Control
be maintained in the Office of the Secretary, Department 1-100.
The Secretary's Personal Information Control is to be maintained
in the Office of the Secretary, Department 1-100.

Ellen
L. ELLIS
Director

Attachment

CHECKLIST OF CURRENT SECRETARY'S NUMBERED MEMORANDA AS OF 9-1-76

<u>NUMBER</u>	<u>DATE</u>	<u>SUBJECT</u>
1901	8-27-76	Advisory Committee on Nutrition Evaluation
1900	6-9-76	Cattle Industry Advisory Committee
1899	6-8-76	Quality and Weight Discrepancies in Export Shipments of U.S. Agricultural Commodities
1898	6-1-76	USDA Program for Reclamation of Lands Affected by Mining (RECLAM)
1897	4-28-76	Flue - Cured Tobacco Advisory Committee
1896	3-26-76	Action Plan for Public Reports Reduction
1895	3-5-76	Advisory Committee on Regulatory Programs
1894	2-6-76	Establishment of Employment Goals and Potential Recipients of Extension Programs
1892	1-23-76	Public Advisory Committee on Soil and Water Conservation
1891	1-19-76	General Conference Committee of the National Poultry Improvement Plan
1890	1-7-76	USDA Program for Environmental Quality
1889	12-16-75	Obsolete Secretary's Memoranda
1888	12-4-75	Advisory Committee of Poultry Health
1887	11-12-75	National Advisory Committee on Safety in Agriculture
1886	11-12-75	Advisory Committee on Salmonella
1884	11-5-75	Rural Environmental Programs
1883	10-23-75	Departmental Rice Price Review Committee
1879	8-20-75	USDA Trade Policy Committee
1877	7-29-75	Combined Forest Pest R & D Program Board
1875	7-3-75	National Plant Genetics Resources Board
1874	5-27-75	National Tobacco Advisory Committee
1873	5-27-75	Advisory Committee on Grains-Wheat, Feed Grains and Soybeans
1872	4-9-75	National Cotton Advisory Committee
1871 S1	5-27-76	Pacific Crest National Scenic Trail Advisory Council
1871	4-9-75	Pacific Crest National Scenic Trail Advisory Council
1869	4-7-75	Agricultural Policy Advisory Committee for Trade Negotiations
1868	4-7-75	Agricultural Technical Advisory Committees for Trade Negotiations
1867	3-26-75	Cascade Head Scenic-Research Area Advisory Council
1866	3-21-75	Plant Variety Protection Board
1865 R	5-5-76	Inflationary Impact Statements
1864	3-5-75	Advisory Committee on Hog Cholera Eradication
1863	3-5-75	National Forest Grazing Advisory Boards
1862	2-20-75	National Peanut Advisory Committee
1861	2-14-75	National Rice Advisory Committee

<u>NUMBER</u>	<u>DATE</u>	<u>SUBJECT</u>
1860	2-3-75	Oregon Dunes National Recreation Area Advisory Council
1859	1-27-75	Commodity Credit Corporation Advisory Board
1858	1-20-75	Rights of Privacy
1856	1-13-75	Advisory Committee for the U.S. Meat Animal Research Center
1855	1-10-75	Perishable Agricultural Commodities-Act- Industry Advisory Committee
1852 S1	12-11-75	National Cotton Marketing Study Committee
1852	10-22-74	National Cotton Marketing Study Committee
1851	10-21-74	Advisory Committee on Foreign Animal and Poultry Diseases
1849 R	8-2-76	National Arboretum Advisory Council
1848-Corrected	8-13-74	Joint Activities Under Agricultural Agreements with the USSR
1840	4-29-74	Assignment of Responsibilities for USDA Activities Under Section 204 of the Appalachian Regional Development Act of 1965
1834 R	1-26-76	Citizens Advisory Committee on Civil Rights
1828	11-1-73	Official and Private Travel to the People's Republic of China by all USDA Personnel and their Dependents
1827 S1-Corrected	6-21-76	Statement of Prime Farmland, Range, and Forest Land
1827	10-26-73	Statement of Land-Use Policy
1826 R	11-12-75	Expert Panel on Nitrates and Nitrosamines
1825 R	8-20-75	Federal Regional Council System
1824 S1	6-28-74	Role of the Designated Equal Employment Opportunity Coordinator
1824	8-27-73	Equal Employment Opportunity Coordinators
1822 S2	6-4-75	Remote Sensing User Requirement Task Force
1822	8-17-73	Remote Sensing User Requirement Task Force
1820 R	5-30-75	Advisory Committee on Meat and Poultry Inspection
1817	7-19-73	Federal Executive Boards
1814	6-13-73	International Agricultural Development Committee
1807	3-26-73	Committee on Planning and Policy for Land Use and Land Conservation
1793 R	7-5-73	USDA Policy on Cooperatives
1783 R	2-4-75	Committee of Nine
1778 R	7-11-75	Federal Procurement and Minority Business Enterprise
1777 S1	8-22-72	Program Evaluation System
1777	4-6-72	Planning and Budgeting System
1776 S2	3-1-73	Central Uniform Accounting System
1776 S1	4-7-72	Central Uniform Accounting System

<u>NUMBER</u>	<u>DATE</u>	<u>SUBJECT</u>
1776	4-6-72	Central Uniform Accounting System
1774 S1	3-21-72	Use of Off-Road Vehicles on the Public Lands
1774	3-21-72	Use of Off-Road Vehicles on the Public Lands
1773 R	10-18-73	Committee on Food and Nutrition Research
1769 R	9-16-74	Interagency Commodity Estimates Committee
1767 R	8-19-74	Advisory Committee on State and Private Forestry
1753	11-3-71	Operations Under the Agricultural Trade Development and Assistance Act of 1954, As Amended
1745	10-1-71	Consultation with State and Local Officials
1736 S1	8-19-74	Clearance and Coordination of Policy, Program, and Financial Proposals
1736	7-29-71	Clearance and Coordination of Policy, Program, and Financial Proposals
1732	5-26-71	The Rural Telephone Bank
1727	4-26-71	Young Executives Committee
1725 R	12-19-74	National Advisory Council on Child Nutrition
1723 R	9-30-75	Task Force on Safety in American Agriculture
1716	1-13-71	Providing Specialized and Technical Services To States Under Title III of the Inter-Governmental Cooperation Act of 1968
1711	10-26-70	Coordination of USDA Work with Inter-Agency Economic Adjustment Committee
1704 R	8-13-75	Minority-Owned Banks
1695 S7	8-26-74	Effective Working Relationships with EPA
1695 S5	12-1-70	Providing Timely Information to the Public About USDA Plans and Programs with Environmental Impact to Obtain the Views of interested Parties
1695 S4 R	10-25-74	Guidelines for Preparing Environmental Statements Required by Section 102(2) (C) of P. L. 91-190
1695	5-28-70	Protecting and Improving the Quality of the Environment
1689 R	4-27-72	Advance Notification to State and Local Governments to Proposed Changes in Departmental Programs
1688	4-22-70	Committee on Processed Foods
1677	12-24-69	Coordination of USDA Work with Regional Commissions
1672 R S 2	9-7-73	Earth Resources Survey Committee
1672 R S 1	11-8-71	Earth Resources Survey Committee
1672 R	6-22-70	Earth Resources Survey Committee
1667 S 3	8-16-73	Rural Development Program
1667 S 2	6-27-73	Rural Development Program
1667 S 1	10-5-72	Rural Development Program
1667	11-7-69	Rural Development Program
1665	10-9-69	Resource Conservation and Development Projects

<u>NUMBER</u>	<u>DATE</u>	<u>SUBJECT</u>
1662 S8	6-28-76	Civil Rights Considerations of Policy Actions
1662 S7	7-2-76	USDA Equal Housing Opportunity Program
1662 S 6	10-18-72	Departmental Upward Mobility Program
1662 S 5	5-18-72	USDA Policy on Civil Rights
1662 S 4	12-2-71	Civil Rights Considerations of Proposed and Pending Legislation
1662 S 3 R	7-27-73	USDA Civil Rights Training Course
1662 S 2	5-28-71	USDA Policy on Civil Rights
1662 S 1	7-27-70	USDA Policy on Civil Rights
1662	9-23-69	USDA Policy on Civil Rights
1661 R	7-22-76	USDA Liaison Committee on the Great Plains
1657 R	10-31-75	Agricultural Research Policy Advisory Committee
1656 R S 1	7-22-76	Board of Directors, Federal Crop Insurance Corporation
1656 R	9-18-75	Board of Directors, Federal Crop Insurance Corporation
1643 R	12-1-70	Department Support of Comprehensive Planning In Nonmetropolitan Districts
1640	10-21-68	Assignment of Responsibilities Under Regulations Dealing with Equal Employment Opportunity in the State Cooperative Extension Service
1630 R S 5	11-15-74	Board of Contract Appeals
1628	1-11-68	Departmental Weed Committee
1626 R	1-26-72	Executive Manpower Board
1607	11-7-66	A Unified National Program for Managing Flood Losses
1606	11-7-66	Evaluation of Flood Hazard in Locating Federally Owned or Financed Buildings, Roads, and Other Facilities, and in Disposing of Federal Lands and Properties
1597 R S 3	11-15-74	Board of Forest Appeals
1595 R	6-17-66	Procedure for Handling Complaints Under Rules and Regulations, Title 7 - Agriculture, Subtitle A, Part 15, Non-Discrimination
1578 R	3-25-69	Program and Budget Review Committee
1576	5-11-65	Assignment of Responsibilities for USDA Activities Authorized Under Section 203 of the Appalachian Regional Development Act of 1965 (P. L. 89-4)
1569 R	1-2-76	Policy on Employee's Rights to Representation in Dealings with Management
1553 R	3-21-75	Cooperative Forestry Research Advisory Committee
1543	8-20-63	Decentralization of Activities from the National Capital Region
1542 R	2-19-75	Cooperative Forestry Research Advisory Board
1516 R	4-27-67	Income-Producing Recreation Enterprises on Rural Non-Federal Lands
1488	2-1-62	Cooperation with Soil and Water Conservation Districts

<u>NUMBER</u>	<u>DATE</u>	<u>SUBJECT</u>
1454 R	8-5-76	Members of the General Administration Board of the Graduate School
1453 R	1-12-76	Appointment of Board of Directors of Commodity Credit Corporation
1412 R S 1	5-12-76	Joint Committee of the Department of Agriculture and the National Association of State Universities and Land-Grant Colleges on Education for Government Service
1412 R	7-16-75	Joint Committee of the Department of Agriculture and the National Association of State Universities and Land-Grant Colleges on Education for Government Service
1407 R	6-4-75	Appointment of Advisory Board Commodity Credit Corporation
1396	4-10-56	National Inventory of Soil and Water Conservation Needs
1365 R	5-29-69	Responsibilities for Relationships Between the Department of Agriculture and the Food and Agriculture Organization

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UNITED STATES DEPARTMENT OF AGRICULTURE

OFFICE OF THE SECRETARY

1 WASHINGTON, D. C. 20250

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May 7, 1981

MEMORANDUM NO. 1906 (Revised)

National Advisory Council on Maternal, Infant and Fetal Nutrition

Section 17 of the Child Nutrition Act of 1966, as amended by Public Law 95-627, November 10, 1978, establishes the National Advisory Council on Maternal, Infant and Fetal Nutrition and authorizes the Secretary of Agriculture to appoint members thereto.

It shall be the function of the Council to make a continuing study of the operation of the Special Supplemental Food Program for Women, Infants and Children (WIC) and related programs such as the Commodity Supplemental Food Program (CSFP) to determine how the programs may be improved. The Council shall submit a written report once every two years to the President and the Congress beginning with the fiscal year ending September 30, 1980. This report shall contain the results of the Council's study and recommendations for administrative and legislative changes in Program operations as the Council deems appropriate. The Council was established by Congress to carry out the above functions on a continuing basis.

The Council is composed of 21 members appointed by the Secretary. One member is a State director of the Special Supplemental Food Program; one member is a State official responsible for a Commodity Supplemental Food Program under Section 1304 of the Food and Agriculture Act of 1977; one member is a State fiscal officer of the Special Supplemental Food Program (or the equivalent thereof); one member is a State health officer (or equivalent thereof); one member is a local agency director of the Special Supplemental Food Program in an urban area; one member is a local agency director of the Special Supplemental Food Program in a rural area; one member is a project director of a Commodity Supplemental Food Program; one member is a State public health nutrition director (or the equivalent thereof); one member is a representative of an organization serving migrants; one member is an official from a State agency predominately serving Indians; three members are parent participants of the Special Supplemental Food Program or the Commodity Supplemental Food Program; one member is a pediatrician; one member is an obstetrician; one member is a representative of a nonprofit public interest organization that has experience with and knowledge of the Special Supplemental Food Program; one member is a person involved at the retail sales level of food in the Special Supplemental Food Program; two members are officials of the Department of Health and Human Services (DHHS) appointed by the Secretary of Health and Human Services; and two members are officials of the Department of Agriculture appointed by the Secretary. To the extent practicable, the Council will have ethnic, racial and sexual balance.

Members of the Council appointed from outside the Department of Agriculture and the Department of Health and Human Services are appointed for terms not to exceed three years. State and local officials serve only during their official tenure, and the tenure of parent participants will not exceed two years. Persons appointed to complete an unexpired term serve only for the remainder of such term. Members appointed from the Department of Agriculture and the Department of Health and Human Services serve at the pleasure of the Secretary of Agriculture.

The Chairperson of the Council shall be the Assistant Secretary of Agriculture for Food and Consumer Services. The Vice-Chairperson shall be the Deputy Administrator for Special Nutrition Programs, Food and Nutrition Service, USDA. The Executive Secretary shall be the Director of the Supplemental Food Programs Division, Food and Nutrition Service, USDA. The Council shall meet at the call of the Chairperson but shall meet at least once a year. Eleven members shall constitute a quorum and a vacancy on the Council shall not affect its powers. In the absence of the Chairperson, the Vice-Chairperson will act in her/his stead.

The Food and Nutrition Service of the U.S. Department of Agriculture provides the Council with such technical and other assistance, including secretarial and clerical assistance, as may be required to carry out its functions under the Act.

Members of the Council will serve without compensation but will receive reimbursement for necessary travel and subsistence expenses incurred by them in the performance of the duties of the Council. Parent participant members of the Council, in addition to reimbursement for necessary travel and subsistence, will, at the discretion of the Secretary, be compensated in advance for other personal expenses related to participation on the Council, such as child care expenses and lost wages during scheduled Council meetings.

The estimated annual operating costs for the Council, which include all public and private funds to be spent by or on behalf of the Council, are as follows:

Federal funds for direct support of Council operations	\$ 4,475
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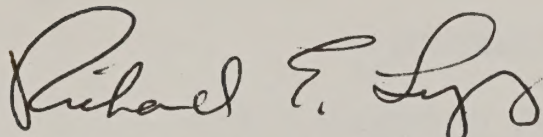
Staff support (1.8 person years) by Federal agencies for assisting in the operation of the Council	61,900
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Travel expenses including subsistence for all Advisory Council members and Federal employees to attend Council meetings	28,300
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Salary expenses incurred by sources outside the Government during Council members' attendance at meetings	<u>41,000</u>
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\$135,675

This Memorandum serves as the charter for the Advisory Council and supercedes the previous charter, Secretary's Memorandum No. 1906 (revised) dated January 8, 1979.

A handwritten signature in dark ink, appearing to read "Richard E. Lygg". The signature is fluid and cursive, with the first name "Richard" being more legible than the last name "Lygg".

Acting Secretary of Agriculture

UNITED STATES DEPARTMENT OF AGRICULTURE

OFFICE OF THE SECRETARY

WASHINGTON, D. C. 20250

USDA ERS NEAD 1
OFFICE OF THE DIRECTOR
246 GHI BLDG

November 3 1976

SECRETARY'S MEMORANDUM NO. 1907

Establishment of Federal Grain Inspection Service

Purpose and Authority

Public Law 94-582, the United States Grain Standards Act of 1976, approved by the President on October 21, 1976, establishes, within the Department of Agriculture, a Federal Grain Inspection Service. The purpose of this new Service is to provide for the establishment of official United States standards for grain, promote the uniform application thereof by official inspection personnel, regulate the weighing and the certification of the weight of grain shipped in interstate or foreign commerce in the manner specified under the Act, and to provide for an official inspection system for grain.

The Act specifies that the Administrator of the Service shall exercise all powers under the general direction and supervision of the Secretary; shall be appointed by the President, by and with the advice and consent of the Senate; and shall annually report to the Committee on Agriculture of the House of Representatives and the Committee on Agriculture and Forestry of the Senate regarding the effectiveness of the official inspection system under the Act, with recommendations for any legislative changes.

In order to expedite the establishment of the new agency, and until such time as an Administrator of the Federal Grain Inspection Service is appointed, the Secretary of Agriculture is authorized by Sec. 25 of Public Law 94-582 to exercise all the powers, duties, and authorizations conferred by the Act.

Therefore, the following actions are effective as of November 20, 1976:

1. The Federal Grain Inspection Service is hereby established;
2. Donald E. Wilkinson is hereby delegated the authority to carry out all responsibilities conferred upon the Secretary of Agriculture by P. L. 94-582, and to direct the activities of the Federal Grain Inspection Service until such time as an administrator is appointed therefor; and
3. All functions associated with the inspection of grain under the United States Grain Standards Act, as amended, and with the inspection and standardization activities related to grain under the Agricultural Marketing Act of 1946, as amended, are hereby transferred from the Agricultural Marketing Service to the Federal Grain Inspection Service.

UNITED STATES DEPARTMENT OF AGRICULTURE

OFFICE OF THE SECRETARY

WASHINGTON, D. C. 20250

NOV 15 1954

TO: DIRECTOR, BUREAU OF PLANT INDUSTRY
FROM: SECRETARY, U.S. DEPARTMENT OF AGRICULTURE
SUBJECT: [Illegible]

Regulations for the Control of Plant Diseases

Chapter I. General Provisions

Section 1.01. The purpose of these regulations is to provide for the control of plant diseases and to prevent the introduction and spread of such diseases into the United States and its possessions.

Section 1.02. These regulations shall apply to all persons, firms, and corporations engaged in the importation, exportation, or transportation of plants, plant products, or plant parts.

Section 1.03. The Secretary may, in his discretion, exempt any person, firm, or corporation from the provisions of these regulations if he is satisfied that such exemption is in the public interest.

Section 1.04. The Secretary may, in his discretion, require any person, firm, or corporation to take such measures as he may deem necessary to prevent the introduction and spread of plant diseases.

Section 1.05. The Secretary may, in his discretion, require any person, firm, or corporation to submit to him for his inspection and approval any plans, specifications, or other documents relating to the control of plant diseases.

Section 1.06. The Secretary may, in his discretion, require any person, firm, or corporation to pay such fees as he may deem necessary to cover the cost of the control of plant diseases.

Section 1.07. The Secretary may, in his discretion, require any person, firm, or corporation to comply with such other conditions as he may deem necessary to prevent the introduction and spread of plant diseases.

Section 1.08. The Secretary may, in his discretion, require any person, firm, or corporation to submit to him for his inspection and approval any samples of plants, plant products, or plant parts.

Section 1.09. The Secretary may, in his discretion, require any person, firm, or corporation to submit to him for his inspection and approval any records or other documents relating to the control of plant diseases.

Section 1.10. The Secretary may, in his discretion, require any person, firm, or corporation to submit to him for his inspection and approval any other documents or records relating to the control of plant diseases.

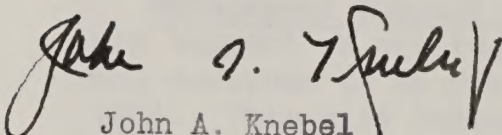
1. The Federal Plant Quarantine Service is hereby established;
2. The Federal Plant Quarantine Service is hereby authorized to exercise the authority in these regulations conferred upon it;
3. All functions assigned to the Department of Agriculture under the Plant Quarantine Act of 1918, as amended, are hereby transferred to the Federal Plant Quarantine Service.

Management Support Activities

Support activities for the Federal Grain Inspection Service, such as finance, budget, personnel, information, and administrative services, are to be provided by the Agricultural Marketing Service initially, but will be transferred to the Inspection Service within six (6) months of the date the Federal Grain Inspection Service is established.

Incidental Transfers

The Assistant Secretary for Administration will approve such transfers of funds, records, property, space, and personnel as are involved in the organizational assignment made in this Memorandum.


John A. Knebel
Acting Secretary

Management Support Activities

Support activities for the Federal Grain Inspection Service, such as financial, budget, personnel, information, and statistical services, are to be provided by the Agricultural Research Service, but will be transferred to the Inspection Service with the transfer of the data the Federal Grain Inspection Service is established.

Technical Transfer

The Assistant Secretary for Administration will approve such transfers of funds, travel, property, space, and personnel as are involved in the organizational adjustment with in this Department.

John A. [Signature]
John A. [Name]
Acting Secretary

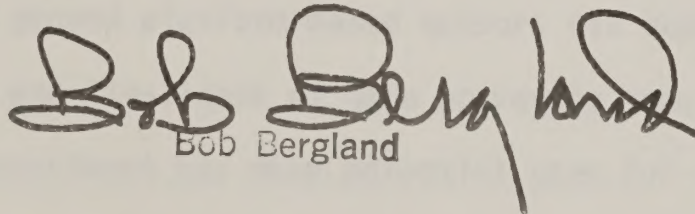
UNITED STATES DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
WASHINGTON, D. C. 20250

June 3, 1977

SECRETARY'S MEMORANDUM NO. 1907, SUPPLEMENT 1

Management Support Activities for Federal Grain Inspection Service

1. Purpose. This amendment to Secretary's Memorandum No. 1907, dated November 3, 1976, is intended to provide continuous management support activities to the Federal Grain Inspection Service.
2. Management Support Activities. Such administrative and management support as are required by the Federal Grain Inspection Service will continue to be provided by the Agricultural Marketing Service (AMS). This will include finance, budget, personnel, information, administrative services and other management support functions presently performed by AMS.
3. Amendment. Secretary's Memorandum No. 1907, dated November 3, 1976, is amended to delete the reference to transfer management support activities from AMS to FGIS within six (6) months of the establishment of the Federal Grain Inspection Service. In all other respects, Secretary's Memorandum No. 1907 remains in effect.


Bob Bergland

UNITED STATES DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
WASHINGTON, D. C. 20250

June 1957

SECRETARY'S MEMORANDUM FOR THE SECRETARY

Subject: Investment Funds for the Federal Land Bank System

1. The purpose of this memorandum is to inform the Secretary of the results of the study conducted by the Federal Land Bank System (FLBS) regarding the investment of funds in the Federal Land Bank System.

2. The study was conducted by the Federal Land Bank System (FLBS) and the results are as follows: (a) The FLBS has a total of \$100,000,000 in investment funds. (b) The FLBS has a total of \$100,000,000 in investment funds. (c) The FLBS has a total of \$100,000,000 in investment funds. (d) The FLBS has a total of \$100,000,000 in investment funds. (e) The FLBS has a total of \$100,000,000 in investment funds. (f) The FLBS has a total of \$100,000,000 in investment funds. (g) The FLBS has a total of \$100,000,000 in investment funds. (h) The FLBS has a total of \$100,000,000 in investment funds. (i) The FLBS has a total of \$100,000,000 in investment funds. (j) The FLBS has a total of \$100,000,000 in investment funds. (k) The FLBS has a total of \$100,000,000 in investment funds. (l) The FLBS has a total of \$100,000,000 in investment funds. (m) The FLBS has a total of \$100,000,000 in investment funds. (n) The FLBS has a total of \$100,000,000 in investment funds. (o) The FLBS has a total of \$100,000,000 in investment funds. (p) The FLBS has a total of \$100,000,000 in investment funds. (q) The FLBS has a total of \$100,000,000 in investment funds. (r) The FLBS has a total of \$100,000,000 in investment funds. (s) The FLBS has a total of \$100,000,000 in investment funds. (t) The FLBS has a total of \$100,000,000 in investment funds. (u) The FLBS has a total of \$100,000,000 in investment funds. (v) The FLBS has a total of \$100,000,000 in investment funds. (w) The FLBS has a total of \$100,000,000 in investment funds. (x) The FLBS has a total of \$100,000,000 in investment funds. (y) The FLBS has a total of \$100,000,000 in investment funds. (z) The FLBS has a total of \$100,000,000 in investment funds.

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November 4 1976

SECRETARY'S MEMORANDUM NO. 1908

Remote Sensing: Authority and Responsibilities

Purpose. This memorandum sets out authorities and responsibilities in USDA with regard to the development, coordination, and representation of Departmental policy with regard to remote sensing; and, also, describes arrangements to assist in carrying out these responsibilities.

Background. The Department of Agriculture has broad responsibilities in many varied and diverse activities. Many of these activities depend on the collection of accurate and timely data on resources and their conditions as well as the assessment of this data. The development of advanced technological methods for surveying, indexing, and cataloging the earth's surface conditions through the use of air and ground platform-based sensors can supplement and contribute to the accuracy and timeliness of data presently secured by USDA on-site collection. The Department has many potential uses for remote sensing data. A few of these uses are currently operational while some are in experimental or developmental stages. This has created a need to provide centralized direction to and coordination of all remote sensing activities in the USDA for the purposes of developing policy, preparing Departmental responses to outside requests, evaluating funding, providing general guidance and training, determining manpower requirements, and setting priorities to meet Departmental objectives.

ORGANIZATION |

November 4 1978

SECRETARY'S MEMORANDUM NO. 1256

Remote Sensing: Authority and Responsibilities

Purpose. This memorandum sets out authorities and responsibilities in USDA with regard to the development, coordination, and representation of Departmental policy with regard to remote sensing and, also, describes arrangements to assist in carrying out these responsibilities.

Background. The Department of Agriculture has broad responsibilities in many varied and diverse activities. Many of these activities depend on the collection of accurate and timely data on resources and their conditions as well as the assessment of this data. The development of advanced technological methods for surveying, indexing, and cataloging the earth's surface conditions through the use of air and ground platform-based sensors can supplement and contribute to the accuracy and timeliness of data presently secured by USDA on-site collection. The Department has many potential uses for remote sensing data. A few of these uses are currently operational while some are in experimental or developmental stages. This has created a need to provide centralized direction to and coordination of all remote sensing activities in the USDA for the purposes of developing policy, ensuring Departmental responses to outside requests, evaluating funding, providing general guidance and training, determining management requirements, and setting priorities to meet Departmental objectives.

(2)

Authority. Authority to accomplish the above, that is coordinate all remote sensing activities in USDA and represent the Department with outside organizations and agencies regarding remote sensing matters has been delegated to the Director of Agricultural Economics (7 CFR 2.27). In this capacity the Director will advise the Secretary of Agriculture on remote sensing policy, activities, and responsibilities and recommend appropriate actions to be taken, as well as attend all meetings, hearings, and task forces held outside USDA requiring the Department's representation. In representing USDA, the Director will consult with Steering Group members both before and after meetings, discussions, etc., with outside organizations particularly those meetings having impact upon the activities of the Assistant Secretary for International Affairs and Commodity Programs.

Remote Sensing Steering Group. In order to assist the Director of Agricultural Economics in his policy development and coordination function, there is, hereby established a Remote Sensing Steering Group composed of the Assistant Secretaries whose agencies and offices use and are involved in the use of remote sensing data, i.e., Assistant Secretaries for (1) International Affairs and Commodity Programs, (2) Conservation, Research and Education, (3) Marketing and Consumer Services, and (4) Administration. The Steering Group will serve in a policy advisory capacity to the Director of Agricultural Economics in matters of remote sensing. They will advise and recommend actions for consideration by the Director as well as review background data, materials, position papers, and related information

Authority. Authority to accomplish the above, that is coordinate all remote

sending activities in USDA and represent the Department with outside organiza-

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Director of Agricultural Economics (A-CR 5.37). In this capacity the

Director will advise the Secretary of Agriculture on remote sending policy.

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capacity to the Director of Agricultural Economics in matters of remote sending.

They will advise and recommend actions for consideration by the Director as well

as review background data, materials, position papers, and related information

(3)

provided by agencies to develop Departmental policy and to respond to outside requests. The members of the Steering Group will, also, serve as representatives on various agency remote sensing projects/groups concerned with requests for and appeals of decisions affecting on-going work.

Remote Sensing Coordinator. To further assist the Director of Agricultural Economics in carrying out his new responsibilities he will establish the position of Remote Sensing Coordinator who will report directly to the Director of Agricultural Economics and will be devoted exclusively to supporting the Director in his role as the Department's policy official for remote sensing. The Remote Sensing Coordinator will be the remote sensing technical advisor to USDA agencies. He will provide technical assistance, coordination, and guidance to agencies in planning, developing, and carrying out their remote sensing activities to assure full consideration and evaluation of advance technology. The Remote Sensing Coordinator will serve as a link between the agencies and the Director of Agricultural Economics with regard to remote sensing related decisions involving technical, evaluative, management, and budget issues. He will, also, assume responsibility for the overall coordination of administrative, management, and budget information related to the Department's remote sensing activities including: (1) inter^{va} and interagency meetings, correspondence, and records, (2) budget and management tracking systems, and (3) personnel and scheduling responsibilities. The Remote Sensing Coordinator will also provide expertise in remote sensing platforms and sensors ✓

provided by agencies to develop departmental policy and to respond to outside requests. The members of the Steering Group will, also, serve as representatives on various agency remote sensing projects/groups concerned with requests for and aspects of decisions affecting on-going work.

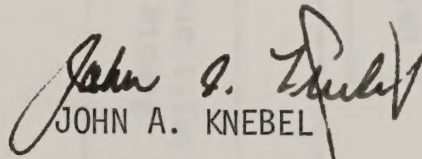
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(4)

analysis, data delivery and processing system analysis, and benefits/costs and econometric analysis. (see attachment)

Limitation. The arrangements described in this memorandum do not supersede agencies program responsibilities nor do they abolish or amend existing policy-related reporting or advisory functions.

Transfers. The Assistant Secretary for Administration will make such transfer of funds, personnel, employment authority, records, property, and incidentals necessary to carry out the arrangements described in this memorandum.


JOHN A. KNEBEL

ACTING SECRETARY OF AGRICULTURE

(4)

analysts, data delivery and processing system analysis, and benefits/costs and economic analysis. (see attachment)

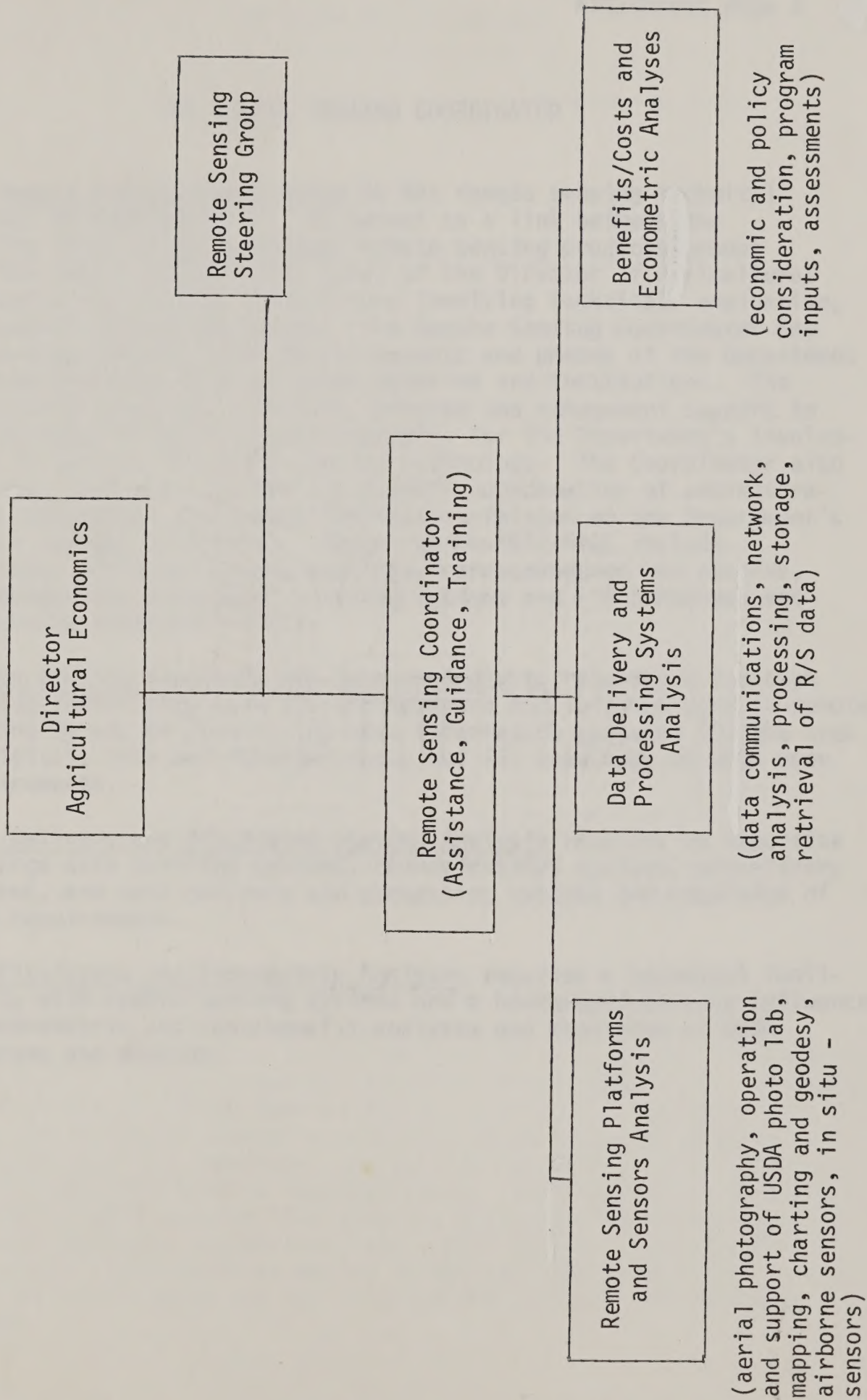
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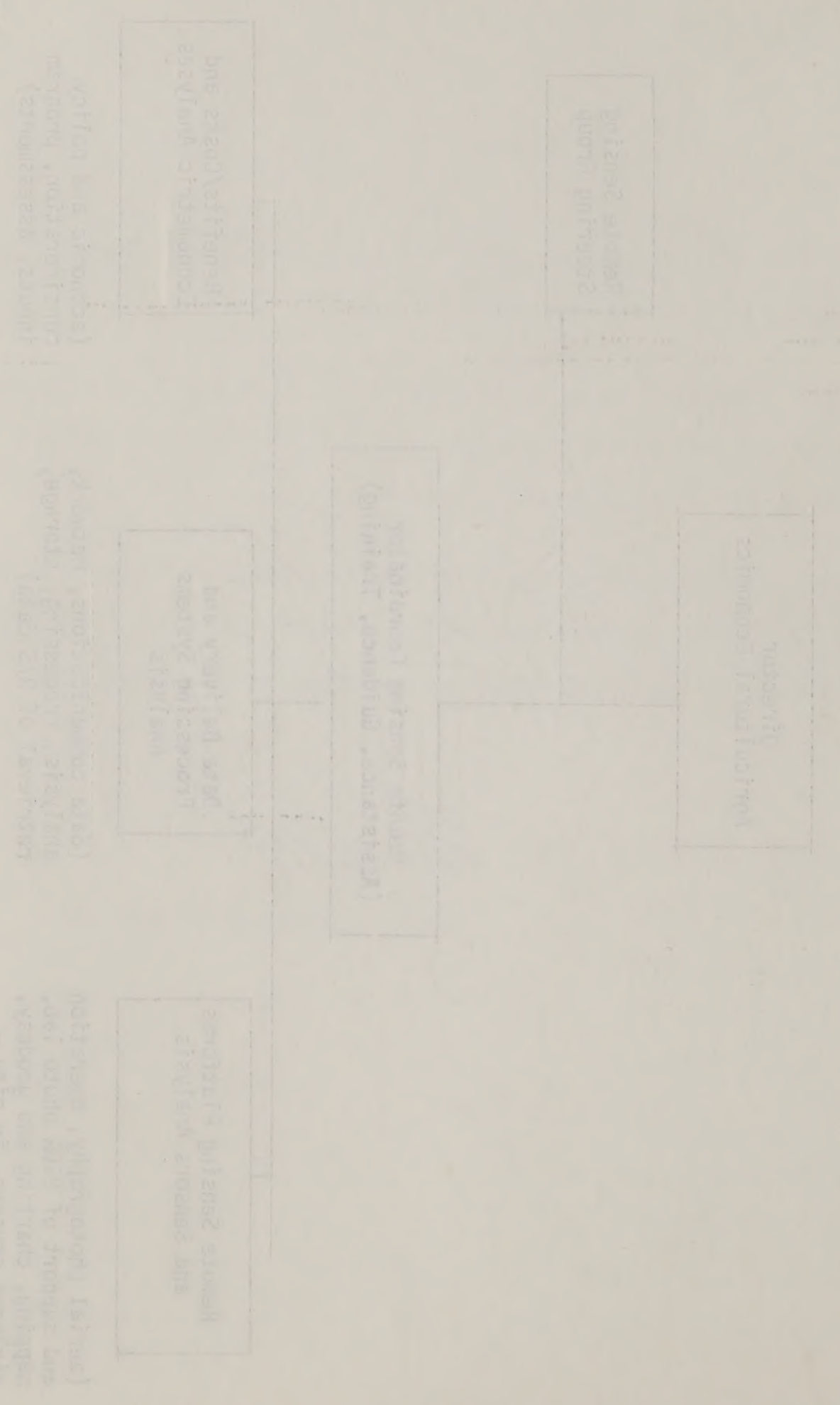
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John A. Knebel
JOHN A. KNEBEL

ACTING SECRETARY OF AGRICULTURE

Remote Sensing: Organizational Lines of Responsibility





THE REMOTE SENSING COORDINATOR

The Remote Sensing Coordinator is the remote sensing technical advisor to USDA agencies. He serves as a link between the working level of the agencies' remote sensing projects/groups and the policy coordination level of the Director of Agricultural Economics with regard to decisions involving technical, evaluative, management and budget issues. The Remote Sensing Coordinator has a thorough familiarity with all aspects and phases of the Department program and activities of other agencies and institutions. The Coordinator provides technical, program and management support to the Director of Agricultural Economics for the Department's involvement in and use of remote sensing technology. The Coordinator also assumes responsibility for the overall coordination of administrative, management and budget information related to the Department's remote sensing activities. These responsibilities include:

- (1) inter and intra agency meetings, correspondence and records,
- (2) budget and management tracking systems and (3) personnel and scheduling responsibilities.

Remote Sensing Platforms and Sensors Analysis requires a thorough working familiarity with (1) the hardware and software used in remote sensing by air or ground, (2) data information systems, (3) the uses of digital, film and recorded data, and (4) knowledge of USDA user requirements.

Data Delivery and Processing Systems Analysis requires an expertise in large data handling systems, communications systems, predelivery systems, and data delivery and processing systems and knowledge of USDA requirements.

Benefits/Costs and Econometric Analyses requires a technical familiarity with remote sensing systems and a background heavily influenced by econometric and cost/benefit analyses and knowledge of USDA programs and mission.

THE REMOTE SENSING COORDINATOR

The Remote Sensing Coordinator is the remote sensing technical advisor to USDA agencies. He serves as a link between the working level of the agencies' remote sensing projects/groups and the policy coordination level of the Director of Agricultural Economics with regard to decisions involving technical, evaluative, management and budget issues. The Remote Sensing Coordinator has a thorough familiarity with all aspects and phases of the Department program and activities of other agencies and institutions. The Coordinator provides technical, program and management support to the Director of Agricultural Economics for the Department's involvement in and use of remote sensing technology. The Coordinator also assumes responsibility for the overall coordination of administrative, management and budget information related to the Department's remote sensing activities. These responsibilities include:

- (1) inter and intra agency meetings, correspondence and records,
- (2) budget and management tracking systems and (3) personnel and scheduling responsibilities.

Remote Sensing Platforms and Sensors Analysis requires a thorough working familiarity with (1) the hardware and software used in remote sensing by air or ground, (2) data information systems, (3) the uses of digital, film and recorded data, and (4) knowledge of USDA user requirements.

Data Delivery and Processing Systems Analysis requires an expertise in large data handling systems, communications systems, productivity systems, and data delivery and processing systems and knowledge of USDA requirements.

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UNITED STATES DEPARTMENT OF AGRICULTURE

OFFICE OF THE SECRETARY

WASHINGTON, D. C. 20250

November 4, 1976

SECRETARY'S MEMORANDUM NO. 1908 - CORRECTED

Remote Sensing: Authority and Responsibilities

Purpose. This memorandum sets out authorities and responsibilities in USDA with regard to the development, coordination, and representation of Departmental policy with regard to remote sensing; and, also, describes arrangements to assist in carrying out these responsibilities.

Background. The Department of Agriculture has broad responsibilities in many varied and diverse activities. Many of these activities depend on the collection of accurate and timely data on resources and their conditions as well as the assessment of this data. The development of advanced technological methods for surveying, indexing, and cataloging the earth's surface conditions through the use of air and ground platform-based sensors can supplement and contribute to the accuracy and timeliness of data presently secured by USDA on-site collection. The Department has many potential uses for remote sensing data. A few of these uses are currently operational while some are in experimental or developmental stages. This has created a need to provide centralized direction to and coordination of all remote sensing activities in the USDA for the purposes of developing policy, preparing Departmental responses to outside requests, evaluating funding, providing general guidance and training, determining manpower requirements, and setting priorities to meet Departmental objectives.

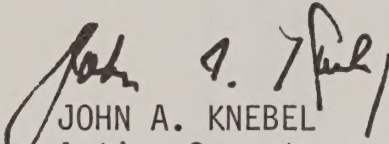
Authority. Authority to accomplish the above, that is coordinate all remote sensing activities in USDA and represent the Department with outside organizations and agencies regarding remote sensing matters has been delegated to the Director of Agricultural Economics (7 CFR 2.27). In this capacity the Director will advise the Secretary of Agriculture on remote sensing policy, activities, and responsibilities and recommend appropriate actions to be taken, as well as attend all meetings, hearings, and task forces held outside USDA requiring the Department's representation. In representing USDA, the Director will consult with Steering Group members both before and after meetings, discussions, etc., with outside organizations particularly those meetings having impact upon the activities of the Assistant Secretary for International Affairs and Commodity Programs.

Remote Sensing Steering Group. In order to assist the Director of Agricultural Economics in his policy development and coordination function, there is, hereby established a Remote Sensing Steering Group composed of the Assistant Secretaries whose agencies and offices use and are involved in the use of remote sensing data, i.e., Assistant Secretaries for (1) International Affairs and Commodity Programs, (2) Conservation, Research and Education, (3) Marketing and Consumer Services, and (4) Administration. The Steering Group will serve in a policy advisory capacity to the Director of Agricultural Economics in matters of remote sensing. They will advise and recommend actions for consideration by the Director as well as review background data, materials, position papers, and related information provided by agencies to develop Departmental policy and to respond to outside requests. The members of the Steering Group will, also, serve as representatives on various agency remote sensing projects/groups concerned with requests for and appeals of decisions affecting on-going work.

Remote Sensing Coordinator. To further assist the Director of Agricultural Economics in carrying out his new responsibilities he will establish the position of Remote Sensing Coordinator who will report directly to the Director of Agricultural Economics and will be devoted exclusively to supporting the Director in his role as the Department's policy official for remote sensing. The Remote Sensing Coordinator will be the remote sensing technical advisor to USDA agencies. He will provide technical assistance, coordination, and guidance to agencies in planning, developing, and carrying out their remote sensing activities to assure full consideration and evaluation of advance technology. The Remote Sensing Coordinator will serve as a link between the agencies and the Director of Agricultural Economics with regard to remote sensing related decisions involving technical, evaluative, management, and budget issues. He will, also, assume responsibility for the overall coordination of administrative, management, and budget information related to the Department's remote sensing activities including: (1) inter- and intra-agency meetings, correspondence, and records, (2) budget and management tracking systems, and (3) personnel and scheduling responsibilities. The Remote Sensing Coordinator will also provide expertise in remote sensing platforms and sensors analysis, data delivery and processing system analysis, and benefits/costs and econometric analysis. (see attachment)

Limitation. The arrangements described in this memorandum do not supersede agencies program responsibilities nor do they abolish or amend existing policy-related reporting or advisory functions.

Transfers. The Assistant Secretary for Administration will make such transfer of funds, personnel, employment authority, records, property, and incidentals necessary to carry out the arrangements described in this memorandum.


JOHN A. KNEBEL
Acting Secretary

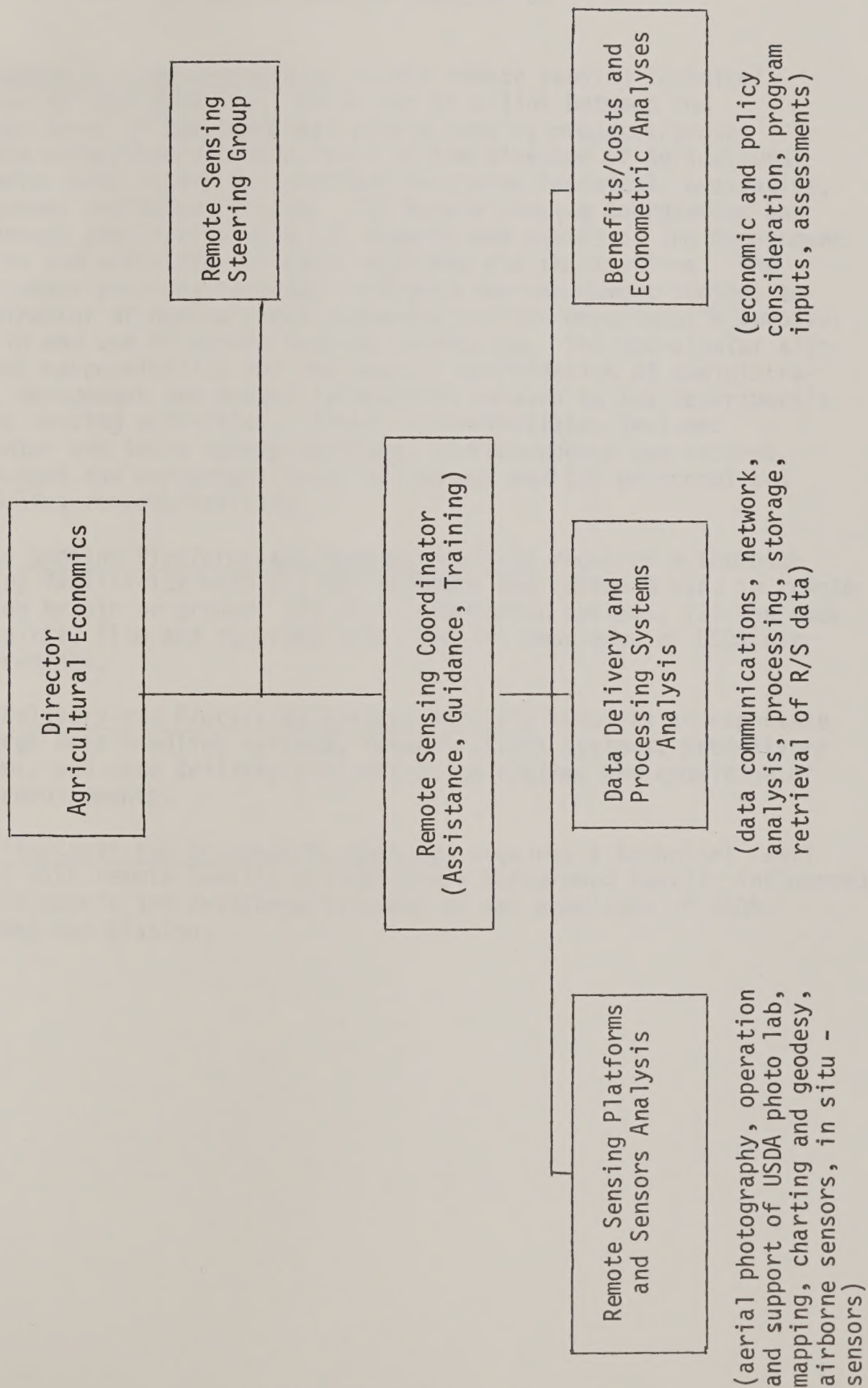
The Assistant Secretary for Administration will make such transfers of funds, personnel, equipment, records, property, and the United States Treasury to carry out the management activities in this organization.

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Remote Sensing: Organizational Lines of Responsibility





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UNITED STATES DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
WASHINGTON, D. C. 20250

SECRETARY'S MEMORANDUM NO. 1908

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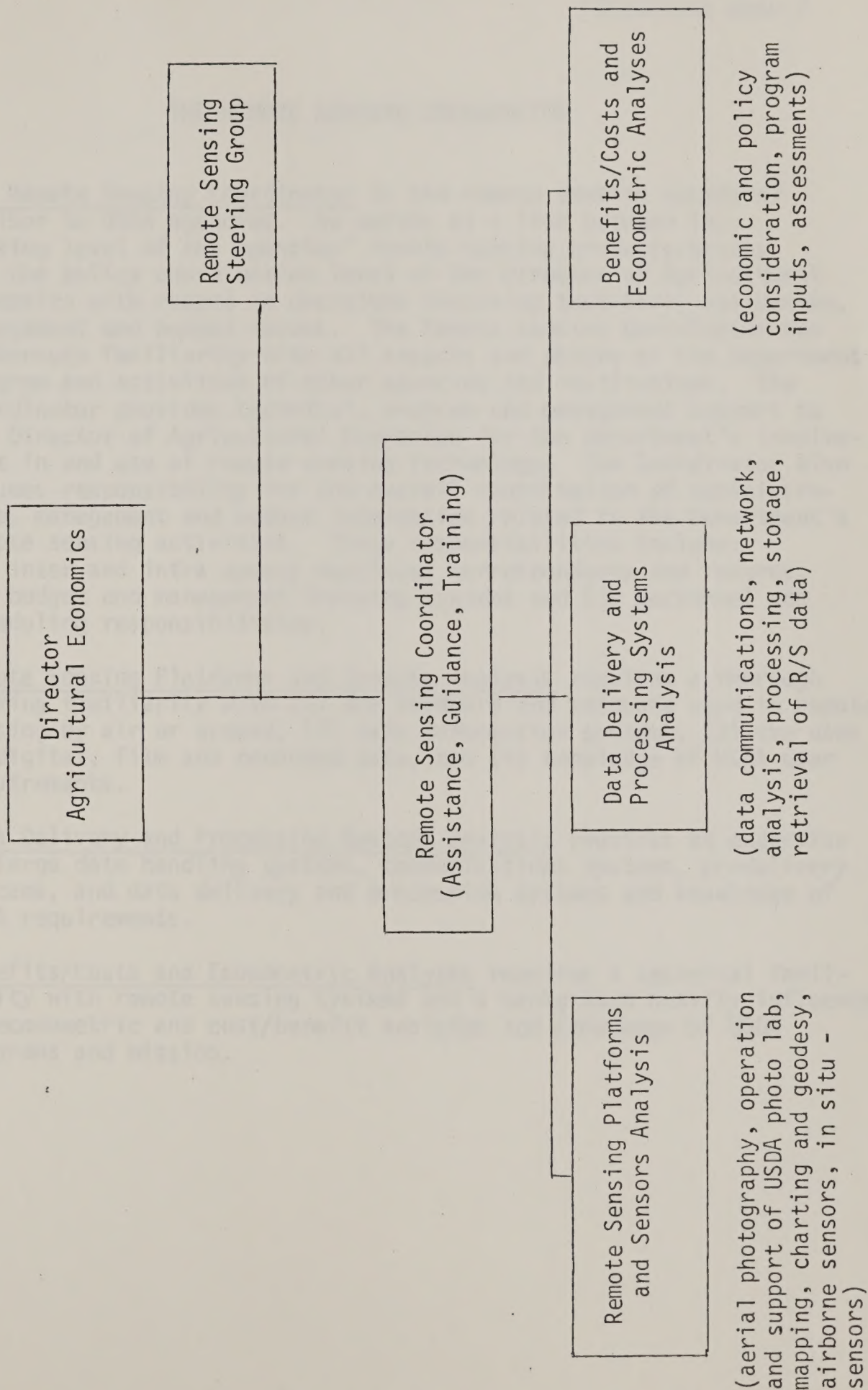
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JOHN A. KNEBEL
ACTING SECRETARY OF AGRICULTURE

Transfer. The first of February the Administration will give some
attention to the... personnel, equipment, and...
and... necessity to carry out the...
in this connection.

JOHN A. HINCH
ACTING SECRETARY OF AGRICULTURE

Remote Sensing: Organizational Lines of Responsibility



Page 1
Attachment 2

1. [Illegible text]

2. [Illegible text]

3. [Illegible text]

4. [Illegible text]

5. [Illegible text]

6. [Illegible text]

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THE REPORT SURVEYING INFORMATION

The Report Surveying Information is the results of the research conducted by the Surveying Information Group. The group was established in 1974 to provide a central source of information on the surveying industry. The group's main objective is to provide a comprehensive survey of the industry, covering all aspects of the surveying profession, including the education, training, and employment of surveyors. The group has conducted a series of surveys and interviews with surveyors, employers, and educational institutions. The results of these surveys are presented in this report. The report is divided into two main sections. The first section, 'Surveying Information', provides a general overview of the surveying industry, including the types of surveying work, the equipment used, and the skills required. The second section, 'Surveying Information', provides a more detailed analysis of the industry, including the current state of the industry, the challenges facing the industry, and the future prospects of the industry. The report is intended to provide a comprehensive overview of the surveying industry for those interested in the profession.

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UNITED STATES DEPARTMENT OF AGRICULTURE

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WASHINGTON, D. C. 20250

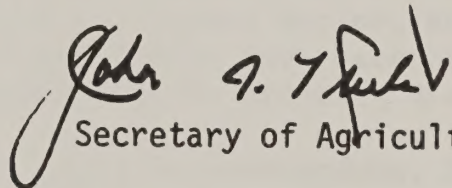
November 19, 1976

SECRETARY'S MEMORANDUM NO. 1909

Recissions

The following Secretary's numbered memoranda are superseded by 9 AR. Please remove these memoranda from your file of current Secretary's numbered memoranda:

Secretary's Memorandum 1595R (June 17, 1966) ✓
Secretary's Memorandum 1662, Supplement 1 (July 27, 1970) ✓
Secretary's Memorandum 1662, Supplement 2 (May 28, 1970) ✓
Secretary's Memorandum 1662, Supplement 5 (May 18, 1972) ✓
Secretary's Memorandum 1778R (July 11, 1975) ✓
Secretary's Memorandum 1778, Supplement 1 (April 27, 1973) ✓


Secretary of Agriculture

UNITED STATES DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
WASHINGTON, D. C. 20250

December 17, 1976

SECRETARY'S MEMORANDUM NO. 1910

Centralizing Decisions on Composition and Printing in the
Office of Communication

The following directive is issued to comply with recent instructions from the Joint Committee on Printing of the Congress which directs the Department of Agriculture to completely centralize its composition, printing and publication management.

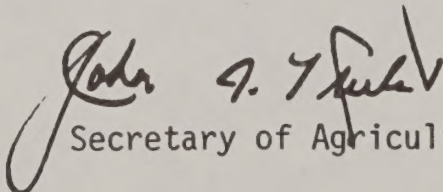
Effective January 3, 1977, the Office of Communication shall determine where all composition and all printing for the Department and its agencies shall be obtained.

The composition and printing of materials affected by this directive include:

1. Information material for public use--such as Farmers' Bulletins, Home and Garden Bulletins, publications issued in the Departmental and agency series, and other publications which heretofore have been handled through the Office of Communication Printing Branch.
2. Administrative materials--such as memorandums, letters, speeches, newsletters, internal reports, program announcements, grade manuals, regulations, regulatory guidelines, training materials, interoffice memo pads, forms, and similar kinds of materials heretofore not placed by COMM.

The Office of Communication will designate the sources of composition and printing for the material needed. Sources to be considered will include the main Government Printing Office (GPO) and its field offices, the Departmental Service Office (DSO) and other GPO field offices, commercial contractors and the Office of Operations Printing Plant.

The Director of Communication shall establish procedures to implement the provisions of this memorandum.


Secretary of Agriculture

UNITED STATES DEPARTMENT OF AGRICULTURE

OFFICE OF THE SECRETARY

WASHINGTON, D. C. 20250

Memorandum for

Mr. [Name]

Subject: [Topic]

[Additional information]

The following information is being furnished to you for your information and guidance. It is based on a review of the records of the Department of Agriculture and the Office of the Secretary, and is intended to provide you with a complete and accurate picture of the situation.

Effective January 1, 1955, the Office of the Secretary of Agriculture has been reorganized. All functions previously performed by the Office of the Secretary of Agriculture have been transferred to the Office of the Secretary of Agriculture, and the Office of the Secretary of Agriculture has been abolished.

The reorganization has resulted in a more efficient and effective operation of the Department of Agriculture, and it is hoped that this will result in a more efficient and effective operation of the Department of Agriculture.

I. [Section 1]

II. [Section 2]

III. [Section 3]

IV. [Section 4]

Respectfully,
[Signature]
[Name]